



GREATER MINNEAPOLIS BUILDING OWNERS AND MANAGERS ASSOCIATION

Associate Membership Information

Officers 2009-2010

President: Julie J. Samuelson, RPA
Portfolio Manager
Cushman & Wakefield of Minnesota Inc.

Vice President: Carl M. Awalt
Vice President, Property Management
Duke Realty Corporation

Secretary/Treasurer: Brian J. Burg, RPA
General Manager
NorthMarq Real Estate Services LLC

Directors

David R. Dabson, CFM, RPA, CDM
Piedmont Office Realty Trust, Inc.

James C. Durda, RPA
Inland American Office Management

Debra S. Goodman
Sherman Associates

Bruce J. Koehler, RPA
Hines

Jon A. Kukie
Zeller Realty Group

Elizabeth K. Moltor
Ryan Companies US Inc.

James G. Oelhafer
Low Voltage Contractors, Inc.

Rome K. Poppler, RPA
Jones Lang LaSalle

Jami Sibus, RPA
Carlson Real Estate Company

Katherine Tufford
Carter

Theodore J. Zwiag, FMA, RPA
Brookfield Properties Corporation

Executive Director

Kent D. Warden, RPA

Thank you for your interest in becoming an Associate Member of the Greater Minneapolis Building Owners and Managers Association.

Greater Minneapolis BOMA, one of the oldest commercial real estate associations in the country, was first organized in 1904 by a small group of real estate owners who believed that by pooling their resources and cooperating in certain endeavors, they could create business efficiencies and advocate more effectively for their business concerns to state and local government officials. With the complexities of business today, that is even more true 100 years later. Our 500 members include the owners and property managers of approximately 200 buildings consisting of more than 60 million square feet of office space in the Minneapolis and Suburban area.

We recognize the value of our Associate members and they, in turn, recognize the value of BOMA membership. One of the significant benefits of membership is the opportunity for our members to network, to learn from each other, and to exchange best practices information to keep our members on the cutting edge of their profession. Our tradition of professional etiquette means our Associate members do not initiate sales-oriented conversations at BOMA events, however, the professional relationships developed during meetings, shoulder-to-shoulder committee work, and association events, can provide the foundation for a profitable relationship between Regular and Associate members.

Our Cooperative Purchasing program provides another opportunity for Associate members. Our Cooperative Purchasing Committee entertains proposals for high volume purchasing agreements on a variety of goods and services that would deliver unique cost savings to our members.

Our website and new sletter provide other opportunities for visibility for Associate members.

Enclosed is an Application for Associate Membership, including a list of Qualifications and Standards for Participation in BOMA Minneapolis. As noted on the application, Associate Memberships are limited to no more than 20% of total membership. Maintaining this kind of balance is critical to preserving the value of membership to both Regular and Associate Members; however, from time to time this results in more applications than can be accepted. When that happens, a waiting list is created and those on the list are notified when there is an opening for membership.

We would be very happy to talk with you further about BOMA membership if you have any questions. Please don't hesitate to contact us.

Sincerely,

Sheila Miller, Member Services Director • Greater Minneapolis BOMA
sm@bomampls.org • (612) 338-8627



Who We Are

Our Beginnings Greater Minneapolis BOMA was first organized around 1904 by a small group of real estate owners who believed that by pooling their resources and cooperating in certain endeavors, they could create business efficiencies and advocate more effectively for their business concerns to state and local government officials. With the complexities of business today, that is even more true 100 years later.

Today Greater Minneapolis BOMA is more than 500 members strong. Our members own or manage more than 200 buildings containing more than 60 million square feet of office space in the Minneapolis and Suburban areas. BOMA Greater Minneapolis has established itself as a leader in the real estate industry in a number of our endeavors.

- We serve to keep our members informed about the issues that affect them, their tenants, and their property;
- We advocate on behalf of our members to the State and Local decision-makers who impact their operations;
- We provide members with information about building operations that can save them money;
- We provide networking opportunities that enable members to learn from peers and exchange best practices information;
- Our meetings and seminars provide professional development opportunities that keep members on the cutting edge of commercial real estate.

Regular members of the Association are those who are commercial real estate owners, investors, developers, managers and others who earn their primary livelihood from

the disciplines associated with management of real estate.

Associate members are those who provide products and services of direct interest to the regular membership.

Professional members are those who are educated and experienced in professions which are recognized to have involvement in the real estate industry such as architects, appraisers, attorneys, engineers, and leasing and marketing professionals.

The Superintendents Association exists to provide continuing education and networking opportunities for the Building Superintendents, Chief Engineers, and other operating supervisory personnel employed by members' companies. The Superintendents Association meets monthly.

The Association has monthly General Meetings downtown and bi-monthly meetings in the suburbs. Ten Standing Committees meet as required, carrying out the major share of the work of the Association.

BOMA Greater Minneapolis is one of more than 100 local Associations affiliated with BOMA International.

BOMA International provides similar service at the national level, including Legislative and Code representation and dissemination of industry information including a monthly magazine, the Experience Exchange Report, North American Market Review and specialized publications such as those dealing with the Americans with Disabilities Act. BOMA also provides education and professional development through the Building Owners and Managers Institute leading to professional designations such as Real Property Administrator, Facilities Management Administrator, and Systems Maintenance Administrator.

Visit us on the web at www.bomampis.org



What We Do

Advocacy

Through paid staff, a professional lobbying firm, and the work of dedicated members, BOMA Greater Minneapolis represents the interests of the commercial real estate industry to a broad range of local, state and federal decision-makers who impact members' operations. We're on the front lines every day.

Case Study – Tax Relief

As a lead partner with the Property Tax Reform Coalition in 2000, BOMA Greater Minneapolis worked aggressively for reform of Minnesota's property tax system, which burdened commercial property with the highest effective tax rate in the nation. We succeeded in convincing the 2001 Legislature to significantly reduce commercial property taxes – a savings shared by both landlords and tenants.

Case Study – Building Codes

In 1995 BOMA pushed for building code changes that would allow non-rated access corridors within office space, provided that the space is sprinklered and the corridor has a smoke-detection system. One member building reported savings of nearly \$20,000 in remodeling costs per floor. BOMA also successfully led the charge for Minnesota's adoption of the new "International" family of codes to dispense with myriad, and often conflicting, sets of building codes and standards.

Case Study – Daily Boiler Inspections

In 1996 BOMA successfully argued before the Department of Labor and Industry and an Administrative Law Judge for removal of a new requirement in State Boiler Regulations for daily inspection of all pressure boilers including hot water and low pressure steam, which had added thousands of dollars of unnecessary expense for smaller and medium sized buildings that do not have full time engineering staff and are not normally staffed on weekends.

Case Study – Terrorism Insurance

After September 11, 2001, BOMA International successfully pushed for Federal Legislation that would keep building insurance affordable by limiting insurers costs in the event of a major terrorism event.

Do the math. How much has BOMA helped you?

Professional Development

BOMA Greater Minneapolis provides high quality, substantive continuing education opportunities for our members throughout the year. Over the course of a typical year we provide the opportunity for 30-35 credits.

General (Downtown) Meetings are luncheon meetings on the third Thursday of January, February, March, April, September, October and November. These meetings generally provide 1 hour of continuing education credit

Suburban Meetings For the convenience of our suburban members, we also hold luncheon meetings at a suburban location on the last Wednesdays in the months of March, May, September and November. These meetings generally provide 1 hour of continuing education credit

Superintendents Association Meetings are luncheon meetings on the first Wednesdays of the month in January, February, March, April, May, September, October, November and December.

BOMA Education Several times a year our Education Committee arranges accredited courses on topics ranging from "Roof Maintenance" to "Preparing a Successful Tax Appeal." These classes often provide an opportunity for Associate and Professional members to be featured speakers. Classes generally provide 1-2 hours of continuing education credit.

Seminars are often scheduled for both spring and fall. Typically they provide 4 hours of continuing education credit

BOMI

The Building Owners and Managers Institute, a sister organization, provides opportunities to earn the professional designations of Real Property Administrator (RPA), Facilities Management Administrator (FMA), and Systems Maintenance Administrator (SMA) and Systems Maintenance Technician (SMT). RPA and FMA courses are offered through the Shenehon Center for Real Estate Education at the University of St. Thomas. SMA and SMT courses are offered through BOMA St. Paul.

Publications

BOMA International provides a wealth of publications including the *Standard Method for Measuring Floor Area in Office Buildings* and *The Experience Exchange Report* or a complete catalog, visit www.boma.org.



A Sampling of BOMA Programs

MONTHLY LUNCHEON



“Legislative Outlook 2004”
 Minnesota Senator Dean Johnson gave us a preview of issues to be faced by the 2004 Legislature. As Senate Majority Leader and Chair of the Transportation Policy and Budget Division he shared his assessment of the state’s budget challenges, transportation priorities, and the prospects for effective action in this year’s legislative session.

Monthly Luncheon

“Market Update: It’s a Jungle Out There!”
 Five experienced industry guides led us through an exploration of the commercial real estate jungle. They talked about the endangered species (those suffering in the current market environment), the big game (those filling significant amounts of office space), and the trends and projections for the coming year.



Superintendents Meeting

“Working with the Minneapolis Building Inspections Department” Supervisors from the Minneapolis Building Inspections Department talked about what they look for when conducting an inspection, how we can best prepare, and how we can work together to resolve issues that surface during an inspection.

BOMA Basics Mini-Seminar “The New Leasing Game”

If you’re relying on the same old game plan to lease out your building, you need a new strategy! The playing field has changed, tenants are more sophisticated, deals are taking longer. Attendees learned how to build effective collaboration between leasing agents and property managers, and how to present a plan for success to their building owners.

I would have to read a month of newspapers to learn as much as I did during these 90 minutes!
 - Mike Julius, RPA, CPM Hines

Medical Buildings Special Interest Group “How the Intricacies of the Health Care System Affect Real Estate Decisions”

Our speaker talked about dynamic changes in health care and about factors that can influence your success as a medical office building owner or manager, including signage, extended hours of operation, utilities that have the capacity for MRI and other medical equipment, and the flexibility to adapt to retail-approach medicine.

Monthly Luncheon

“State of the Industry” by BOMA International Chair, John Kelly As BOMA International’s Chair, John Kelly has traveled around the country speaking (and learning) about trends and challenges facing the commercial real estate industry. From his vantage point



he discussed the most critical issues in commercial real estate, the most promising trends in real estate management, and BOMA International’s strategic goals on behalf of the industry.

Superintendents Meeting

“Tenant Comfort and Predictive Maintenance”
 If you could predict equipment failure before it occurred, what would be your savings in aspirin, in tenant and staff aggravation, and in money? It can be done. Our speaker demonstrated equipment and calculations to help.

“Getting a Business Attitude About Energy Management” Speakers from the U.S. Environmental Protection Agency as well as from local property management companies presented information about the Energy Star Program and how the program can produce significant savings for participants.

Annual Meeting

“Grow Minnesota!”
 Our Annual Meeting in our Centennial Year celebrated a century of advocacy, education and achievements. Our keynote speaker was David Olson, president of the Minnesota Chamber of Commerce to talk about the Grow Minnesota! campaign.



2010 Dues Schedule

MEMBERSHIP TYPE	WHO SHOULD JOIN	Cost
<p style="font-size: 1.2em; font-weight: bold;">Regular Membership</p>	<p>Commercial real estate owners, investors, developers, managers.</p>	<p>\$395 for first member. \$265 per additional member from same company.</p> <p>Regular membership also requires building dues. Building dues, (\$0.0078 per square foot), are chargeable as building operating expense and are offset many times over by the bottom line impact of BOMA's work. The more buildings enrolled in the association, the lower the unit cost can be for each member.</p> <p>(Warehouse, hotels and similar non-office buildings are invoiced at a flat fee of \$500.)</p>
<p style="font-size: 1.2em; font-weight: bold;">Associate Membership</p>	<p>Product and Service Providers. The number of Associate Members is limited to 20% of total membership and there is a waiting list at this time.</p>	<p>\$1410 per member. \$915 per additional member from same company.</p>
<p style="font-size: 1.2em; font-weight: bold;">Professional Membership</p>	<p>Architects, appraisers, attorneys, engineers, leasing and marketing professionals and others educated and experienced in professions recognized to have direct involvement in the real estate industry. The number of Professional Members is limited to 20% of total membership. At this time there is no waiting list.</p>	<p>\$705 for first member. \$265 per additional member from same company.</p>
<p style="font-size: 1.2em; font-weight: bold;">Superintendents</p>	<p>Building Superintendents, Chief Engineers, and other operating supervisory personnel employed by members' companies.</p>	<p>\$80 per member.</p>



Application for Membership – Associate Member

Applicant Name: _____ Title: _____

Company Name: _____ Phone: _____

Fax: _____

Address: _____

E-Mail Address: _____

2010 dues are \$1410.

Type of Business: _____

Length of Time in Business: _____ in Minneapolis Area: _____

Please describe briefly the product or service represented by your Company:

Please tell us why you desire membership in BOMA Greater Minneapolis:

Please list three business references, preferably BOMA members, who can vouch for the reputation of your company:

Name: _____ Company: _____

Name: _____ Company: _____

Name: _____ Company: _____

(Continued on next page.)

Qualifications & Standards for Participation in BOMA Greater Minneapolis

Associate Members are defined as those whose primary business is in providing products or services that have a direct interest in real estate.

The number of Associate Members will be limited to 20% of total Association Membership.

Associate Members must furnish three business references, complete a membership application and be approved by the Membership Committee and the Board of Directors.

The Applicant's goals must be consistent with those of BOMA Greater Minneapolis, adhering to standards of professionalism and integrity.

Overall, Associate Members should represent a diverse spectrum of businesses servicing the office building industry.

Associate Members shall strive to provide products or services that improve the quality and efficiency of the commercial property industry, shall undertake to work with and through BOMA Greater Minneapolis to accomplish these ends and shall conduct their BOMA activities within the guidelines established from time to time by BOMA Greater Minneapolis.

Associate Members are eligible to vote and hold elective office, and are encouraged to participate on committees.

Associate Memberships are on a year to year basis with renewal at the initiation and discretion of BOMA Greater Minneapolis. BOMA Greater Minneapolis reserves the

right to determine if any or all Associate BOMA Members shall be renewed on an annual basis. Current membership shall not constitute an on-going or future right to future membership. Associates not renewing their membership by the due date specified on the Dues Invoice will be dropped from membership.

Associate Members' attendance is limited to one person from the member's company per program except at the Annual Golf Outing, Holiday Party or as otherwise announced in advance by BOMA Greater Minneapolis.

There may be some functions that will be for Regular Members only, which would be announced in advance.

Direct selling, soliciting of business or distribution of sales materials at BOMA functions by Associate Members is prohibited. Complaint of violation may be grounds for termination or non-renewal of membership privileges.

Use of the BOMA directory to build address lists for general marketing or solicitation purposes, either by mail or electronically, unless authorized by BOMA is prohibited. These directories are for the express purpose of facilitating BOMA activities and member networking, however, mailing labels are available to members at a discounted price for a one time direct mail marketing piece.

If an Associate Member changes employment, request must be made in writing and approved by the Board of Directors to transfer the membership to another individual with the same firm, or to the member's new firm.

I / we have read this application and understand the terms and conditions printed herein and hereby request Associate Membership.

Signed (Applicant)

Date

Return by mail or fax to BOMA Greater Minneapolis at the address or fax number shown below.