



## Greater New York IREM's upcoming events and education courses

April 07, 2014 - Design / Build

The Greater New York chapter of the Institute of Real Estate Management (IREM) will hold the following upcoming events:

\* Tuesday, April 29th: Monthly luncheon at The Union League Club

38 East 37th St.

(between Park & Madison Aves.) The event will run from 11:30 a.m. to 1:30 p.m.

The cost is \$85 for members and \$125 for non-members. There will be a complimentary networking cocktail hour. The keynote speaker will be Rosemary Scanlon, divisional dean at NYU Schack Institute of Real Estate.

\* Tuesday, May 13th: Be part of the quintessential New York City rivalry of the Yankees and the Mets! Whichever team you root for, join IREM at Yankee Stadium for an evening of fun, food and, of course, baseball! Tickets are \$110 each and include:

All you can eat picnic and

field level seat in section 133-134.

Party begins when gates open! Tickets are limited!

IREM will also hold two spring courses.

The first course is "Managing the Physical Asset," to be held on May 12th and 13th. Develop a first-rate property maintenance program and manage various types of risk by learning the specifics of planning, implementing, and monitoring property maintenance operations.

What will you learn:

\* Property risk analysis. Importance of maintenance management, risk management techniques, types of insurance coverage, safety and emergency needs and preparations.

\* Maintenance risk management programs. Establishing a maintenance and risk management program that aligns with owner's goals, maintenance and risk management objectives and policies and procedures, developing a maintenance budget.

\* Inspection and risk analysis. Importance of assessment and inspection to identify maintenance needs and address risks, maintenance and risk management techniques, minimizing risks and hazards, planning considerations, types of insurance coverage.

\* Major building mechanicals and systems. Guidelines and procedures for key building components and systems.

\* Maintenance management. Job specifications and evaluating bids, ethics in the bidding process, contractor negotiations and features of a contract, strategies for managing contractors and maintenance activities.

\* Sustainability. Maintenance inefficiencies and opportunities, utility bill analysis, energy and water conservation strategies.

\* Emergency and disaster planning. Safety and emergency needs, preparations and plans, post disaster response, business continuity plans.

How will you benefit:

- \* Create and oversee top-of-the-line maintenance operations and anticipate potential risk.
- \* Exceed client expectations with property maintenance processes that deliver heightened property performance.
- \* Reduce capital expenses through maintenance programs that preserve real estate assets.

The second course is "Investment Real Estate: Financial Tools," to be held on May 14th and May 15th. This course addresses the core issues that impact fiscal planning, giving you the ability to calculate important financial components and take control of your property's financial outlook.

What you will learn:

- \* Financial knowledge in property management. Owner's goals and objectives, basic accounting types, common accounting practices.

Budgeting and reports. Budgeting basics, types of budgets, variance analysis, financial reports. Cash flow analysis. Pro forma statements, cash flow trends, calculating rates of return. Capitalization and valuation. Capital, valuation, income capitalization, equity capitalization. Financial calculations and spreadsheet tools. Tools for budgeting, forecasting, and variance analysis

- \* Financing: Financing basics, types of loans, sources of financing, calculating loans and amortization, title theory vs. lien theory, yield maintenance.

Loan analysis. Loan-to-value ratio (LTV), debt coverage ratio, leverage

How you will benefit:

- \* Gain the fiduciary trust needed to work effectively with owners and investors. Maximize the financial potential of the properties you manage

Establish yourself as a strategic partner to your clients.

The HP10BII/HP10BII+ financial calculator or financial calculator app is required. Students are expected to have a working knowledge of the basic operations and functionality of the calculator.

Registration information (please note: It is recommended that these courses be attended consecutively.)

Courses are being conducted from 8 a.m. to 5 p.m. at Knickerbocker Plaza - Lobby Level, 1751 Second Ave. (between 91st & 92nd Sts.)

The member rate is \$599 and the non-member rate is \$745.

This course is pending continuing education approval.

To register for any IREM NYC event or course please visit [iremnyc.org](http://iremnyc.org) or call (212) 944-9445.

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