



**IRWA Chapter 26
Board Meeting – January 13, 2015
AGENDA**

I. Opening and Attendance

II. Review of Meeting Minutes

III. Reports

- A. Treasurer's Report – Steve Cross
- B. Membership Report – Barbara Strouse
- C. Professional Development Report – Pam Taylor
- D. Education Report – Connie Rook

III. New Business

- A. Calendar for Board/Chapter Meetings
- B. Proposed Slate
- C. Region Update
 - a. Nashville 2016 – Opryland Hotel
 - b. Education – new goal – ability to obtain all SR/WA classes in the Region
 - c. Young Professionals – no Region 6 representation
 - d. Upcoming Region/International Meetings
- D. Upcoming Events
- E. Miscellaneous

Adjourn



**IRWA Chapter 26 Board Meeting
Minutes
November 10, 2014**

Approved by
email 11-10-14

I. Opening and Attendance

The following Board Members were present for the 10:00 conference call: Wendi McAleese, President; Wade Brown, Vice-President; Connie Rook, Secretary and Education Chair; Barbara Strouse, Membership Chair; and Nick Chop, Two-Year Director

II. Review of Meeting Minutes

The meetings from the previous Board Meeting in August were unanimously approved via email on October 31st.

III. Reports

A. Treasurer's Report: No report

B. Membership Report: Barbara Strouse provided the report before the call. (See attached) If the Chapter increases membership by 5%, International will allow the Chapter to send one attendee to the International Conference at no charge.

C. Professional Development Report
No report

D. 2014 Conference Report

The Chapter made a profit of \$1,940, which includes the \$486 expense of holding the class at the hotel. To save money, in 2015 the class will be scheduled at another location.

E. Education Report (Connie Rook)

1. 2014 Education

Chapter 26 held three classes this year: Course 209; Course 410; and Course 803. No classes had to be cancelled due to low or no interest. No classes are scheduled for the remainder of the year.

2. 2015 Classes

a) Scheduled and Posted: Course 901 (Engineering Plan Development and Application) and 902 (Property Descriptions) are being held on August 6th and 7th in Tampa at American Acquisition Group, LLC. Richard Diaz will facilitate both classes. These classes were last held in 2009 and both classes had a strong turn-out; 16 people attended Course 209, and 17 people attended Course 902. While these two classes were on the Chapter's projected schedule for 2015, one Member did express an interest in both of these classes.

- b) Details Being Finalized: SRWA Review and Exam will be held the 2nd quarter of 2015. Currently, the target date is the 1st or 2nd week of May. An instructor will be selected this week.
- c) Need to Schedule: Course 219 will be scheduled for late March or October. International's 2013 Course Survey showed that four members of Chapter 26 were interested in this course. Additionally, this class was specifically requested by a member of this Chapter. In addition to Course 219, one other course will be scheduled for 2015.

3. Location of Classes

At the Conference held in October, a Chapter 26 member expressed the need for classes to be held in counties formerly a part of by Chapter 76, which has been dissolved. Wendi McAleese reported that, at this time, those counties have not merged with another Chapter and that the former members of Chapter 76 can join the Chapter of their choosing. A volunteer might be available to coordinate classes in that area in 2015.

4. Calendar

The calendar postings have not been accurate for several months. Requests to correct the calendar or to post new information require multiple emails to Delmark. At the time of this meeting, the calendar is not correct and does not reflect events and classes that were held earlier this year or the two classes that are scheduled for next year. The Board agreed that bids from two-three other companies will be obtained; however, an option is to renew the contract with Delmark at a reduced cost, and this is an option only if the Board is able to delete and upload postings to the site.

IV. Miscellaneous

Except for class postings, anything that needs to be posted to the Chapter's web site should be sent to Wendi McAleese and Wade Brown. Connie Rook will submit course information directly to Delmark, copying Wendi and Nick Chop.

V. New Business

A. Board and Chapter Meetings

The bylaws require four meetings a year. This can be a combination of Board Meetings and Chapter Meetings. Wendi McAleese will set-up reoccurring quarterly Board Meetings, which will be posted on the Chapter's web site and also on Facebook. Two Chapter Meetings will be held in 2015; one in the spring with the election of officers, and one at the fall conference.

B. Luncheons

In 2015, luncheons in Central Florida will be scheduled one a quarter. Ginny Bohling will coordinate the luncheons held at the Turnpike, and Connie Rook will coordinate luncheons that are scheduled in other locations.

C. Happy Hours

In 2015, Happy Hours will be scheduled once a quarter in 2015. The first Happy Hour will be held in January at Jack's in Tampa. Barbara Strouse has volunteered to coordinate the events.

D. Changes in Region Leadership

Wade Brown has been elected to serve as the Secretary and Treasurer for Region 6, which is a five-year term. Wade can continue to serve as VP for Chapter 26 for the remainder of his term. Wendi McAleese will not be serving on the Board after her term ends next year. There are opportunities for leadership positions on the Board and several people have expressed an interest.

Due to schedule conflicts with several Board Members, the meeting was adjourned at 11:15. Wendi will email the Board with updates on items listed on the Agenda but not discussed. A meeting will be scheduled if needed to discuss.

Chapter 26
BALANCE SHEET
 As of January 13, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10 CASH & BANK	14,868.22
1001 Checking - Wachovia	3,442.16
1004 Money Market / Saving - Wachovia	6,505.57
Total 10 CASH & BANK	24,815.95
Total Bank Accounts	\$24,815.95
Total Current Assets	\$24,815.95
TOTAL ASSETS	\$24,815.95
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
3500 Retained Earnings	19,366.83
Net Income	5,449.12
Total Equity	\$24,815.95
TOTAL LIABILITIES AND EQUITY	\$24,815.95

Tuesday, Jan 13, 2015 08:33:54 AM PST GMT-5 - Accrual Basis

[Handwritten Signature]
 Wmca

Chapter 26
PROFIT AND LOSS
July 1, 2014 - January 13, 2015

	TOTAL
Income	
4020 Interest & Dividend Income	1.37
4041 Member Dues/Assessments	170.00
410 COURSE INCOME	
200 COURSE 200'S{156}	
4209 209-Negotiating with Diverse Cl	519.00
Total 200 COURSE 200'S{156}	519.00
400 COURSE 400'S{110}	
4410 410-Review. Apprais. in Eminent	5,928.00
Total 400 COURSE 400'S{110}	5,928.00
800 COURSE 800's{143}	
4803 803-Eminent Domain Law Basics..	465.00
Total 800 COURSE 800's{143}	465.00
Total 410 COURSE INCOME	6,912.00
4665 Incentives Received from IRWA	515.31
4670 Other Income	1,991.59
Total Income	\$9,590.27
Expenses	
501 COURSE EXPENSES	
540 COURSE 400'S	
5410 410-Review. Apprais. in Eminent	1,026.48
Total 540 COURSE 400'S	1,026.48
580 COURSE 800'S	
5803 803-Eminent Domain Law Basics..	1,103.42
Total 580 COURSE 800'S	1,103.42
Total 501 COURSE EXPENSES	2,129.90
504 CONTRIBUTIONS, GRANTS, ETC PAID	
8001 Contribution to RWIEF	500.00
8004 Contribution - Other	100.00
Total 504 CONTRIBUTIONS, GRANTS, ETC PAID	600.00
60 SEMINARS & CONFERENCES EXPENSES	
6500 Other Conventions and Meetings Expense	1,411.25
Total 60 SEMINARS & CONFERENCES EXPENSES	1,411.25
Total Expenses	\$4,141.15
Net Income	\$5,449.12

Tuesday, Jan 13, 2015 08:34:54 AM PST GMT-5 - Accrual Basis

Wmca



IRWA Chapter 26
Board Meeting – January 13, 2015
Minutes

Approved by email 1-26-15

I. Opening and Attendance

The meeting was called to order at 10:00. The following Board of Directors were in attendance: Wendi McAleese-President and One Year Director; Wade Brown-Vice President; Connie Rook-Secretary and Education Chair; Steve Cross-Treasurer; Nick Chop-Two Year Director; Pam Taylor-Professional Development Chair

II. Review of Meeting Minutes

The minutes from the previous meeting were sent to the board prior to the meeting. No questions or proposed changes were raised. Pam Taylor motioned to approve the minutes. Barbara seconded the motion.

III. Reports

- A. Treasurer's Report: Steve Cross presented the report (attached).
- B. Membership Report: Barbara Strouse discussed the membership and will send renewal notices.
- C. Professional Development Report: Pam Taylor reported that Amos Todd Douglas submitted an application for the Right of Way Agent (RWA) certification.
- D. Education Report: Connie Rook reported that, with the exception of Course 304, the 2015 education schedule has been finalized and all classes have been posted to International's web site and to the chapter's calendar. The Course Interest Survey received from International was received after the 2015 schedule had been finalized; however, the respondents to the survey did express an interest in the classes scheduled.

IV. New Business

- A. Chapter 26 Meetings and Events: A happy hour will be held on January 29th at Jackson's in Tampa. The next board meeting will be on April 15th. The following proposed slate of officers will be published prior to next board meeting: President – Connie Rook; Vice President-Pam Taylor; Secretary- Mary Dorman; and Treasurer-Steve Cross.
- B. Region 6: The Spring Forum will be held on April 10-11th in Mississippi. International is working with Region 6 on a pilot program that will allow the opportunity to earn the SRWA designation within one region. Details will be provided at the Region 6' Spring Forum. Region 6 does not have a member of the Young Professionals. Wendi asked the board to provide recommendations.
- C. International: The Education Conference will be held this year on June 14th-17th in San Diego. In 2016, the conference will be held in Nashville. The chapter sends the president and the international director to the conference.

With there being no further business to discuss, the meeting was adjourned at 10:45.