



BOARD MEETING MINUTES

Friday, January 6, 2017 (12:00 p.m. – 1:00 p.m.)

Conference Call-in Info:

Dial-in Number: (866) 538-7984

Access Code: 5332334

AGENDA

1) **Opening and Attendance**

Minutes: President Pamela Taylor called the meeting to order at 12:00 PM; Members in attendance: Pamela Taylor, Mary Dorman, Chad Marcus, Florence Green, Barbara Strouse, Ginny Bolling, Victoria Bucher, Huchani Dodd, and Andrea Olden.

2) **Review and Approval of Meeting Minutes - Minutes – October 14, 2016**

Minutes: Victoria Bucher moved that the Board accept the Meeting Minutes, which motion was seconded by Pamela Taylor. The Board voted to accept the Meeting Minutes as moved.

3) **Reports** (Due to all board members by **noon** on January 5, 2017...one business day before meeting.)

- a. Treasurer's Report – Chad Marcus
- b. Membership Report & Member Update – Barbara Strouse
- c. Professional Development Report – Victoria Bucher
- d. Education Report – Florence Green

Minutes: The Treasurer's Report, the Membership Report & Member Update, the Professional Development Report, and the Education Report were all distributed to the Board prior to the meeting via email.

4) **New Business**

- a. Winter Conference
- b. 50/50 Raffles (fundraising activities) – Discuss policy per Headquarters. (See attachment)
- c. Chapter Incentive Program (ChIP) – [Previous IRWA Incentive Check 1st Quarter 2014-2015.pdf](#)
- d. Member Recognition and Event Photos – Event photos are now included on this page.

Minutes: The Board discussed the Winter Conference. Victoria Bucher volunteered to coordinate securing volunteers for the registration table. The Board discussed the preliminary flyer for the conference. Florence Green volunteered to coordinate notifying other IRWA Chapter Chairs and Education Chairs. The Board discussed the 50/50 Raffle policy and noted that Chapter 26 does not earn income from a raffle as 50 percent of the proceeds go to the raffle winner, and the other 50 percent to the Right of Way International Education Foundation (RWIEF). After further discussion, the Board did not indicate a desire to have a 50/50/ Raffle.

While discussing the Chapter Incentive Program, the Board commended Treasurer Chad Marcus on his efforts in the Chapter's financial management due to our chapter's eligibility for the ChIP this past quarter. The Board discussed member recognition and event photos that can be found on our chapter website. The Board was encouraged to take photos at all event to be posted on the website with the consent of the individual(s). The Board discussed Andrea Olden's position as Chair of the new Young Professionals Committee, with Pamela Taylor commenting that the IRWA as a whole is embracing such committees in each chapter. Ginny Boland volunteered to assist Andrea in her efforts, and Ginny will coordinate with Florence Green and Barbara Strouse to ensure there is no duplication of effort in this regard.

5) **Meeting Adjourned**

Minutes: Pamela Taylor moved that the Board meeting be adjourned. Mary Dorman seconded the motion. The motion carried.