



BOARD MEETING MINUTES
October 7, 2020

The Microsoft Teams meeting was called to Order on October 7, 2020 by Chad Marcus, President, at 12:03 p.m. Roll call was held and there was quorum. The following members were present: Chad Marcus, Ben Ward, SR/WA, Mark Mendez, Jackie Kinker, Virginia Anderson, SR/WA, Victoria Bucher, SR/WA and Barbara Strouse.

Minutes from the June 30, 2020 Annual Chapter Board meeting were presented to the Board via email. Ben Ward, SR/WA made a motion for the Board to approve the minutes with the change to add Chad Marcus as President, and Mark Mendez seconded the motion. All members present voted to approve the draft minutes, and the June 30, 2020 minutes were approved.

Treasurer Report: Mark Mendez, Treasurer, sent both balance sheet and profit and loss statement to the board. The balance sheet indicated a total of \$28,228.41 in both accounts. A total of .16 of income in the last quarter and \$153.00 in expenses. Mark asked the question since there was not a meeting in the last quarter what minutes he should upload with his financial information to International. Ben Ward, SR/WA recommended the approved minutes from the Annual Meeting should be sent with a memo to the file reflecting the leadership change.

Vacancies and appointment of Chapter Vice-President: On September 22, 2020, Mary Dorman sent an email to the Board of Directors of Chapter 26 and resigned her position as President of the Chapter. Per the bylaws the Vice-President assumes her role and Chad Marcus will assume role of president of Chapter 26 for the remaining term ending June of 2021. As President, Chad Marcus, can appoint a Vice-President and he recommended Barbara Strouse for the position. Ben Ward, SR/WA moved to approve Barbara Strouse as Chapter 26 Vice-President for the remaining term of 2021. Jackie Kinker seconded the Motion. All members present voted in favor and the Motion was passed.

Education Report: Chad Marcus said we would be looking for others to work on the Education Committee. This committee needed a Chair, Co-chair, and a member. If anyone was interested to let him know. Florence Green was unable to attend the meeting, however Ben Ward, SR/WA has talked with her and Florence has been receiving information from international and encouraging virtual courses that have been a success in other chapters. The format used for these courses is blue jeans through International.



Membership Report: Chad Marcus indicated this position needed to be filled now that Barbara Strouse was Vice-President. Virginia Anderson, SR/WA said she would like to be Membership Chair. Barbara Strouse reported our membership role to be 171 members.

Professional Development Report: Victoria Bucher, SR/WA reported two applications were made for RWA, Sara Earls of FDOT and Timothy Cristollo from Manatee County.

Chapter Website, LinkedIn and other Social Media: Chad Marcus discussed our chapter website and having a LinkedIn page to better serve our membership. Virginia Anderson, SR/WA would like to help develop the LinkedIn and the website. There was a discussion that all social platforms, including the above and Facebook, Instagram, and Twitter would benefit our members and get information to them in a variety of formats. We would be able to promote our Chapter's education, sponsors, and other events. Committee assignments would be as follows:

LinkedIn – Virginia Anderson, SR/WA

Chapter Website – Victoria Bucher, SR/WA

Facebook, Instagram and Twitter – Barbara Strouse and Jackie Kinker

It was also recommended that we update the International website to put any links to our social media accounts and we should fast track these items.

Region Fall Forum Dates: Ben Ward, SR/WA will be attending the Fall Forum in person and Barbara Strouse and Chad Marcus will attend virtually. Virginia Anderson, SR/WA also indicated she would be attending in person. Chad Marcus confirmed the Chapter pays the expenses for the Directors and President to attend. Ben Ward, SR/WA reported the expenses would be \$149 plus tax per night for the hotel, \$90 for the event and seminar and fuel as he was driving. He indicated he would not charge for mileage. The approximate total would be \$500 to \$600. Victor Bucher, SR/WA motioned the Chapter approve the expenses of Ben Ward, SR/WA for the Fall Forum not to exceed \$600.00 and Jackie Kinker seconded the Motion. All members present voted in favor and the Motion was passed. The schedule for the forum is as follows:

October 22, 2020 - Course C603 at the Charleston Harbor Resort & Marina

October 22, 2020 - Fall Social AI's Low Country Boil

October 23, 2020 – Fall Seminar at the Charleston Harbor Resort & Marina

October 23, 2020 – Region 6 Reception at the Charleston Harbor Resort & Marina

October 24, 2020 – Region 6 Fall Forum at the Charleston Harbor Resort & Marina

Other: Ben Ward, SR/WA welcomed Chad Marcus as our new President and offered his help to him at any time.



Adjourn: After no additional business Ben Ward, SR/WA made a motion that the meeting be adjourned, and Barbara Strouse seconded the motion. All members present voted in favor and the Motion was passed and Chad Marcus adjourned the meeting at 12:42 p.m.

Minutes drafted by:

Jacqueline G. Kinker
IRWA Chapter 26 Secretary

Approved by:

Chad E. Marcus
IRWA Chapter 26 President