



CHAPTER BOARD MEETING MINUTES- October 12, 2022

At noon, the Microsoft Teams meeting was called to order on October 12, 2022, by Mark Mendez, President. Roll call was held, and there was a quorum. The following members were in attendance Virginia Anderson SR/WA, Mark Anderson, Rossanna Asencio, Sarah Boggs, Victoria Bucher, Huchani Dodd SR/WA, Florence Green SR/WA, Stephanie Gonzalez, Chad Marcus, Mark Mendez, Steven Murray, Andrea Olden, Barbara Strouse, and Pete Waldman Esq.

Approval of Meeting Minutes: The minutes for the board meeting on September 14, 2022, were presented to the board by email. Pete Waldman Esq. made a motion to approve the meeting minutes. Barbara Strouse seconded the motion. All members voted in favor, the motion was passed, and the minutes were approved to be posted to the Chapter 26 website.

Treasurer Report: Rossanna Asencio, Treasurer, presented the Chapter's balance sheet and profit and loss statement from July – October 2022. The Chapter has not received the \$500 Chapter of the Year award check or \$300 membership drive reimbursement from International. Pete Waldman Esq. motioned to approve the treasurer reports, and Sarah Boggs seconded the motion. All members voted in favor, and the motion was passed. Rossanna reported the Chapter received an invoice from International for a past course the Chapter hosted. She will coordinate with the Chapter President and Education Chair to process the invoice.

Chapter Business: The Chapter received two membership vouchers for winning the Chapter of the Year award. The board discussed having interested participants send applications stating why they wish to receive a membership voucher. The Chapter will accept applications, form a committee to review applications and award the two available membership vouchers at the December event. Mark Mendez will draft a message to promote the Membership voucher applications.

Mark Mendez discussed the upcoming events in Pearl, MS and the Spring Joint Forum in Hilton Head, SC, from March 30 – April 1, 2023. The Spring Form committee is finalizing the event sponsorship tiers.

Social & Events Committee: The committee met on October 6th and discussed several event ideas. The Chapter plans to host the annual holiday party at Top Golf in Tampa. Mark Mendez presented the event estimate to the board, and Sarah Boggs motioned to approve the event deposit of \$1,750. Barbara Strouse seconded the motion, all members voted in favor, and the motion was passed. The Chapter will look for sponsors for the event and will continue discussing sponsorship levels at the following social and events committee meeting on October 20th.

The Chapter plans to host an Educational Symposium in Tampa in February 2023. The board discussed the option of obtaining continuing education credits, which is a very lengthy process but may be a good idea for the symposium. The social and events committee is also researching dinner cruise options from Tampa for May 2023.

Membership Report: The Chapter now has a total of 195 members. Virginia Anderson SR/WA reported that the membership committee has actively posted about the Chapter on LinkedIn. The Chapter has 554 LinkedIn followers, and the committee encouraged the board to follow and share posts.

Professional Development: Victoria Bucher SR/WA discussed last month the Chapter had four members receive certifications/recertifications. Also, two Chapter members have declared their candidacy for the industry-specific SR/WA program. The committee will update the Chapter's website to market and streamline the information on certifications and draft a message to members with information about the new program and the deadline for declaration of candidacy for the industry-specific program.

Young Professional Committee: The board discussed International's Young Professional cutoff age is 35. However, Chapter members over that age can still participate and receive Chapter awards but would not be eligible for Region or International Young Professional awards. The committee will continue to reach out to interested participants for the next young professional committee meeting on November 8th.

Education Committee: The committee reported the Chapter hosted six classes this year. The committee is also working on the 3-year education plan. Florence Green SR/WA explained that International charges for utilizing the BlueJeans virtual platform, which decreases the Chapter's profit. She also discussed the need for more course instructors in all Right of Way disciplines, and local instructors would allow the Chapter to have fewer course costs.

Adjourn: After no other Chapter business, Sarah Boggs motioned to adjourn, which Virginia Anderson SR/WA seconded. The motion was approved, and the meeting adjourned at 1:10 p.m.

Minutes drafted by:

Sarah Boggs

Sarah Boggs
IRWA Chapter 26 Secretary

Approved by:

Mark Mendez
IRWA Chapter 26 President