



CHAPTER BOARD MEETING MINUTES- December 21, 2022

At noon, the Microsoft Teams meeting was called to order on December 21, 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, Victoria Bucher SR/WA, Sarah Boggs, Florence Green SR/WA, Stephanie Gonzalez, Chad Marcus, Mark Mendez, Andrea Olden, and Steven Murray.

**Treasurer Report:** Rossanna Asencio discussed the current status of the Chapter's current financials, but December's financials have not yet been reconciled.

**Chapter Business:** The Chapter discussed the Winter Symposium in Tampa on February 24, 2023. Mark Mendez discussed the hotel contract with Hotel Tampa Riverwalk. The agreement includes a room rate of \$209 for attendees and a \$173 government employee room rate. It also includes discounted parking and no resort fee. Virginia Anderson SR/WA motioned to move forward with the symposium at the Hotel Tampa Riverwalk not to exceed the amount of \$3,500. Barbara Strouse seconded the motion, all members voted in favor, and the motion passed. In addition, the board approved the Save the Date flyer to post on LinkedIn and the website.

The board discussed the rate that will be charged for the Winter Symposium. Mark Anderson motioned to set the registration fee at \$150 for a members/agency rate and \$175 non-member rate for the February Winter Symposium. Sarah Boggs seconded the motion, and all members voted in favor.

**Adjourn:** After no other Chapter business, Mark Mendez motioned to adjourn, which Barbara Strouse seconded. The motion was approved, and the meeting adjourned at 12:27 p.m.

Minutes drafted by:

Approved by:

*Sarah Boggs*

*Mark Mendez*

Sarah Boggs  
IRWA Chapter 26 Secretary

Mark Mendez  
IRWA Chapter 26 President