



## CHAPTER BOARD MEETING MINUTES- January 11, 2023

At 12:03, the Microsoft Teams meeting was called to order on January 11, 2023, by Mark Mendez, President. Roll call was held, and there was a quorum. The following members were in attendance Virginia Anderson SR/WA, Rossanna Asencio, Katie Anne, Adam Raad, Stephanie Gonzalez, Chad Marcus, Mark Mendez, Steven Murray, Pete Waldman Esq., Steven Murray, and Ibis Selman.

**Approval of Meeting Minutes:** The minutes for the board meeting on December 14 and 21, 2022, were presented to the board by email. Pete Waldman made a motion to approve the meeting minutes. Mark Anderson 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:** December's balance sheet and profit and loss statement were presented to the board by Rossanna Asencio. She discussed the statements and status of the Chapter's financials. Current assets balance is \$34,731.58 for checking account, net income of \$8,000. Profit and Loss in positive with a net income of \$12,568.82. Mark Anderson motioned to approve the treasurer reports. Pete Waldman seconded the motion. All members voted in favor, and the motion was passed.

Closing savings account and moving the \$6,500 to checking account. Pete Waldman motioned to approve closing savings account and moving funds to checking account. Mark Anderson seconded the motion. All members voted in favor, and the motion was passed.

**Chapter Business:** The Chapter has given six grants; two grants have been submitted to IRWA international as part of the reward for winning chapter of the year. The other four grants that the chapter will be paying for. Three applications that came needed modifications, two of the three have been modified and received. Virginia will wait for all to be received before submitting them to Rosanna. No response has been received from Milady.

Virginia Anderson proposed to submit memberships application online and pay for them and receive reimbursement from the chapter to expedite the membership application process. Virginia Anderson motioned to submit four applications online to IRWA and submit for reimbursement with qualified receipt. Rossanna Asencio seconded the motion. All members voted in favor, and the motion was passed.

**Social & Events Committee:** The Chapter plans to host an Educational Symposium in Tampa in February 2023. Flyer is on website and prepared to take registrations. Venues for Young Professional Event was discussed, it was decided that Splitsville would be the best location, Stephanie and Sarah will provide final details on cost and put together a proposal. Sponsorship fee of 500 for YP Event was discussed, Pete Waldman motioned sponsorship fee of 500 for YP event. Mark Anderson seconded the motion. All members voted, and the motioned was passed.

Mark Mendez proposed that the \$150 membership fee include registration to both events. Stephanie Gonzalez motioned to include the YP event as part of the symposium registration fee. Mark Anderson Seconded the motion. All members voted, and the motioned was passed. Mark will update flyer to reflect changes.

Mark Anderson is finalizing Agenda for symposium and should have it prepared by Friday. Once it is ready a link will be added to the webpage that will take them to the agenda. Mark will open registration today, Jan 11, 2023.

**Membership Report:** Virginia Anderson SR/WA reported that the Chapter now has seven new members, but 8 corporate members dropped off. We are 55% of unpaid membership. Renewal invoices were sent for website sponsors and two renewals have been received by LWS and CLS, as well as one new sponsor AAG. Two grant membership applications. The other three grant applications are pending submittal as discussed earlier and waiting for Milady to reply to submit membership application. Many memberships from government entities. Membership dropped to 206 because of the 8 corporate members we lost. The Chapter has grown to on LinkedIn from 600 to 612 followers.

Upcoming event that will be posted:

- Call for sponsors
- Winter symposium
- Call for sponsors on the winter symposium

**Professional Development:** There were no updates to present at this time.

**Website Committee:** Mark suggested removing committee members emails on chapter website and change it to a hyperlink. Kevin quoted \$75 worth of work. Mark Anderson motioned for Kevin to proceed with the work. Pete Waldman seconded the motion. All members voted, and the motioned was passed.

There is a new sponsor link on the chapter website that will make it easier to register to become a sponsor.

**Young Professional Committee:** There were no updates to present at this time.

**Education Committee:** Education Committee updates were tabled until the next board meeting.

**Adjourn:** Letter received from Region 6 requesting a minimum donation of \$500 to the region. The chapter has always donated to the Region. Chad Marcus motioned to donate \$500 to the region. Pete Waldman seconded the motion. All members voted, the motioned was passed, and the meeting adjourned at 12:56 p.m.

Minutes drafted by:

*Stephanie Gonzalez*

Stephanie Gonzalez  
IRWA Chapter 26  
Co-chair of Young Professional Committee

Approved by:

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Mark Mendez  
IRWA Chapter 26 President