



## CHAPTER BOARD MEETING MINUTES- April 12,2023

At noon, the Microsoft Teams meeting was called to order on April 12, 2023, 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 SR/WA, Stephanie Gonzalez, Florence Green SR/WA, Bruce Hardaway, Chad Marcus, Andrea Olden, Steven Murray, Barbara Strouse, and Pete Waldman Esq.

**Approval of Meeting Minutes:** The minutes for the board meeting on March 8, 2023, were presented to the board by email. Mark Anderson made a motion to approve the meeting minutes. Pete Waldman Esq. 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 discussed the current status of the Chapter's financials. The Chapter's reconciliation report to February 28th shows a statement balance of \$35,019.58 with a pending balance of \$33,000 due to some processing transactions. The Chapter's reconciliation report to March 31st shows a statement balance of \$38,200.87 with a pending balance of \$37,954 due to some processing transactions. These funds reflect the amounts received for the Winter Symposium via PayPal and Chapter sponsorship of the Young Professional Social at the Joint Region 2 & 6 Forum. The March report also includes the \$500 Chapter of the Year award check. Virginia Anderson SR/WA motioned to approve both reports and Pete Waldman Esq. seconded the motion. All members voted in favor, and the motion was passed.

**Nominations and Elections Committee:** Andrea Olden updated the board that they have received nominations for all board member positions and awards except one year director and young professional of the year.

**Chapter Business:** Mark Mendez confirmed the Chapter was able to utilize two vouchers for conference registration earned through the Chapter Growth Incentive program. The Chapter also has three other incentive vouchers for the upcoming conference earned from Florence Green as Region 6 Professional of the Year, Chapter growth incentive, and education growth incentive. Mark Mendez advised booking flights soon if Chapter members plan to attend the conference in Denver, CO. Pete Waldman Esq. motioned to also cover expenses of sending Florence Green SR/WA to the Annual Education Conference in Denver, CO. Mark Anderson seconded the motion, all members voted in favor, and the motion passed. The budget was not increased at this time as the Chapter plans to utilize several incentive vouchers for participants to attend the conference.

The board agreed to host the Annual Members Meeting virtually on May 10, 2023, at 6:00pm.

**Social & Events Committee:** The committee is looking to host a membership drive in May in Orlando to promote chapter growth and award chapter membership grants.

**Membership Report:** The Chapter now has 247 members and 755 LinkedIn followers, with 26 new followers this month. The Chapter is excited about upcoming corporate members being added to the Chapter

membership. The committee has also sent welcome emails to new members and had a lot of activity on the LinkedIn page promoting the upcoming Chapter elections. In addition, the membership committee is looking to include a blurb in the welcome email to ask about educational needs.

**Professional Development Committee:** Victoria Bucher SR/WA reported the Chapter had two members recently complete their RWP certification.

**Website Committee:** Virginia Anderson SR/WA reported that new website sponsors have been added to the Chapter website. The website has been recently updated to accommodate the Chapter nominations and announcements. Pete Waldman Esq. posted a new blog on “The Potential Impacts on Harmonization.”

**Education Committee:** Florence Green SR/WA discussed the 2023 draft education calendar and is looking to host both virtual and in-person classes this year. The Chapter discussed that the course materials are now an additional \$30 if participants want printed materials.

**Adjourn:** After no other Chapter business, Mark Anderson motioned to adjourn, which Virginia Anderson SR/WA seconded. The motion was approved, and the meeting adjourned at 12:55 pm.

Minutes drafted by:

Approved by:

*Sarah Boggs*  
\_\_\_\_\_

Sarah Boggs  
IRWA Chapter 26 Secretary

\_\_\_\_\_

Mark Mendez  
IRWA Chapter 26 President