



## CHAPTER BOARD MEETING MINUTES- June 14,2023

At noon, the Microsoft Teams meeting was called to order on June 14, 2023, by Mark Mendez, President. Roll call was held, and there was a quorum. The following members were in attendance Mark Anderson, Rossanna Asencio, Sarah Boggs, Victoria Bucher SR/WA, Huchani Dodd SR/WA, Stephanie Gonzalez, Florence Green SR/WA, Bruce Hardaway, Chad Marcus, Andrea Olden, Bonnie Ottaway, Steven Murray, Adam Raad, Jeff Schwartz, Barbara Strouse, Pete Waldman Esq., Ben Ward SR/WA, Rylee West, and Lynn Zolezzi.

**Approval of Meeting Minutes:** The minutes for the board meeting on April 12, 2023 and the annual meeting of members on May 10, 2023 were presented to the board by email. Mark Anderson made a motion to approve the meeting minutes. Andrea Olden 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 May 31st shows a statement balance of \$38,300.72. Pete Waldman Esq. motioned to approve both reports, and Mark Anderson seconded the motion. All members voted in favor, and the motion was passed. The Chapter has two balances due from Winter Symposium Sponsorships, one from Atkins and the other from Burns and McDonald.

With the approval of the annual meeting minutes, Rossanna will forward the meeting minutes to Rakhshan Mazarei, IRWA CFO, to transfer the Chapter's account to Chase Bank. Rossanna and Mark Mendez will go to Wells Fargo to close the account, and then the check will be delivered to Chase Bank. In July, all parties needed will go to Chase Bank to transfer signature authority to the incoming president and treasurer.

**Nominations and Elections Committee:** Andrea Olden discussed the challenges the committee faced in this year's election cycle. The results were very close, and several new questions arose that the committee had not dealt with in the past. International and Regional guidelines and bylaws were silent on these issues. The committee drafted some recommendations and guidelines for next year's election cycle. The board will research and get clarity on these topics at the International Education Conference. The board will discuss these items further at the next meeting.

**Chapter Business:** Virginia Anderson SR/WA emailed the board the upcoming changes to the International Bylaws affecting International Officers (IEC). The Directors will be voting on these changes at the International Education Conference.

The Chapter discussed the upcoming 69th Annual International Education Conference. Mark Mendez reminded everyone to attend the Region 6 photo scheduled on Sunday, 6/25 at 4:15 pm during the Region Caucus. Florence Green SR/WA motioned to donate \$500 to the Right of Way International Education Foundation (RWIEF), and Mark Anderson seconded the motion. All members voted in favor and the motion was passed.

**Installation of Officers:** Ben Ward, SR/WA, thanked the 2022/2023 officers and directors for their service. He then performed the Officer Installation Ceremony for the 2022/2023 Chapter 26 Executive Board:

**Mark E. Anderson – President**

**Sarah Boggs – Vice-President**

**Stephanie Gonzalez – Secretary**

**Adam K. Raad – Treasurer**

**Mark Mendez – 2 yr. International Director**

**Florence Green – 1 yr. International Director**

**Membership Report:** Virginia Anderson SR/WA emailed the May membership report to the board. Steven Murray reported the Chapter now has 209 members and 858 LinkedIn followers, with 102 new followers this month.

**Professional Development Committee:** Victoria Bucher SR/WA reported that Century Link has an entry-level Right of Way Agent position opening, which requires 1-3 years of experience.

**Education Committee:** Florence Green SR/WA & Huchani Dodd SR/WA discussed the upcoming 2023 Chapter education calendar. The Chapter currently has two classes, courses 600 and 603, advertised on the Chapter & International’s website, which will be held virtually in August. The Chapter will also host Course 100 on October 10th and Course 200 on November 6th-7th.

The committee met with Orange County to provide information on IRWA designations and certifications and how to request courses.

**Website Committee:** Bonnie Ottaway & Bruce Hardaway have volunteered to assist the committee in developing a quarterly chapter newsletter.

**Adjourn:** After no other Chapter business, Mark Anderson motioned to adjourn, which Florence Green SR/WA seconded. The motion was approved, and the meeting adjourned at 12:54 pm.

Minutes drafted by:

Approved by:

*Sarah Boggs*

\_\_\_\_\_

Sarah Boggs  
IRWA Chapter 26 Secretary

Mark Mendez  
IRWA Chapter 26 President