



**RWA Chapter 5 Business Meeting
Friday, February 10, 2017
Maceli's – Lawrence, KS**

1) **Call meeting to order** - Jen Berry, President at 12:49 p.m.

2) **Attendance taken by Daniel Kann, Secretary**

x Matt Armfield	x Marilyn Labuck	x Claudia Vines
x Jen Berry	x Debbia Papps	x Missy Wurtz
x Paul Bles	x Rich Snedegar	X Nancy Greer
x Wilma Goodwillie	x Mark Stiles	X Daniel Kann
x Janell Hutter		

3) **Approve minutes from December meeting:** Motion made by Claudia Vines and seconded by Paul Bles. Motion passed by 13 to 0 vote.

4) **Officer Reports**

- PRESIDENT – Jen Berry
 - Website hosting will expire in a month – need to take a vote to renew. \$270.10 total for a 2 year renewal. Will be paid automatically by credit card on file.
 - Motion made by Matt Armfield and seconded by Rich Snedegar. Motion passed by 13 to 0 vote.
- VICE PRESIDENT – Claudia Vines - No Report
- TREASURER – Bill Wright - \$14,891 in total assets, liabilities, and equity with a net income of \$3,199.
- SECRETARY – Daniel Kann - No Report

5) **Committee Reports**

- Membership – Jen Berry reported that the Chapter is at 82% renewal and if we reach 90% we get a free registration for the conference in Alaska. I (Jen) would like to propose that if we do reach 90% we draw names randomly of anyone who submits their name (and has already renewed) to receive the free registration. The Chapter needs approximately five renewals to reach 90%. Terry Holtee will not renew due to medical conditions. Marilyn has one new potential member. Make sure Dena Prentiss is taken off count (deceased) so the Chapter is not penalized.
 - Marilyn Labuck – nametags ordered for members without them? Order several at once to have on hand, \$15.50 per unit.
- Pipeline – Steve Grandon – No Report
- Utility – Missy Wurtz reported that the Utility committee is having a seminar with Region 5 at the Spring Forum on April 24/25. The event will be all day in Chicago.
- Professional development – Paul Bles reported that Mark Stiles received SR/WA. Martha Long has submitted her application and is waiting approval.
- Education – Richard Snedegar - Chapter 5 has 7 new classes scheduled for 2017 and possibly one more class if it gets approved in time. Course 502 will take place in Topeka between course

1 and 2 on April 13th. Electric Transmission class (218) only has three instructors in the nation and we can add to the fall schedule if needed, maybe in October/November. We received a call from Southern Star Energy and they have four people interested in taking Course 100. Course 100 is needed for RWA so we should consider the class. Need to ask Al Donoho before scheduling since he would be the teacher in the local region. Future class offerings will need to be adjusted based on new certification requirements.

1. C400 Principles of Real Estate Appraisal – March 23, 2017 – Kansas City, MO
2. C402 Intro to the Income Capitalization Approach – May 25, 2017 – Kansas City, MO
3. C403 Easement Valuation – May 26, 2017 – Kansas City, MO
4. C215 ROW Acquisition for Pipeline Projects – June 8, 2017, KCMO
5. C700 Introduction to Property/Asset Management – August 10 & 11, 2017
6. C701 Property Asset Management – Leasing – September 7 & 8, 2017

6) Old business

- Using Chapter funds
 - i. Seminars – Missy is interested in sponsoring seminars where we can make some money for the chapter. Anyone wanting to help organize the seminars, should contact Missy. No feedback from anyone that is willing to volunteer or help. We need to come up with a list of seminars to offer members and will need some lead-time to get the seminars approved for CE.
 - ii. Offset additional lunch costs so we can have meetings at nicer venues.
 - iii. Happy hours/social events. This would be a good opportunity for a corporate sponsorship. Jen Berry contacted the Appraisal Institute about hosting a happy hour, but has received no response. Any other happy hour offering should be considered to get new members interested.

7) NEW business – Paul Bles discusses scholarship review, president, past president, secretary, one member, and PDC is on committee. The scholarship is for \$500 to help with a course or conference. David Rain was the last winner. Need \$10,000 in budget before it can be offered. Deadline is around March 15th. Add location of scholarship submission to website.

Memorial for Deena, hospice donation of \$100. Will add to IRWA magazine. Melissa Wurtz made a motion of \$100 for the memorial. Janell Hutter seconded the motion. The motion passed, 13 to 0.

Jen Berry will take and store five boxes of archives in her basement on behalf of the Chapter.

Discussed having an evening meeting instead of a lunch meeting to get more people to attend. A Friday meeting will be expensive and people tend to travel or have date night on Friday. Could potentially have a weeknight meeting or have a banquet the night before and the business meeting the next day.

8) Next scheduled meetings

- April 14th – Burns & McDonnell; Lisa Harrison will be the speaker; Lunch will be free (sponsored by BMCD) but donations will be accepted to support the chapter. Hard deadline for meeting count the Friday before due to security reasons.
- Alaska coming up! June 11-14. Jen, Marilyn, Wilma, and maybe Claudia and Paul will be attending the Alaska trip.

9) Adjournment of Chapter meeting - Jen Berry motioned that the meeting be adjourned and Paul Bles and Claudia Vines seconded the motion. The motion passed 13 – 0. The meeting ended at 1:24 pm.