

IRWA Governance Task Force Minutes

August 7, 2019

by Carrol McCracken

1. **Welcome and Call to Order:** Meeting was called to Order at 9:03 a.m., PST by Vice President, Sharon Slauenwhite.
2. **Roll Call:** There was a roll call /introduction of all members at the meeting. They included:
 - Region 1 Representative Ray Mehler, Region 1 Secretary/Treasurer
 - Region 2 Representative Kim Hiebert, International Director 2-year, Chapter 36 – absent
 - Region 3 Representative Carrol McCracken, Region 3 Secretary/Treasurer
 - Region 4, Ross Greene, President Chapter 52
 - Region 5 Representative Pat Petitto, Past Int. Pres. & Advisory Council
 - Region 6 Representative Matt Harris, Region 6 Secretary/Treasurer
 - Region 7 Representative David Whitlock, Chapter 45, PDC Chair
 - Region 8 Representative James Hardy, Region 8 Vice-Chair
 - Region 9 Representative, Lee Hamre, Past Int. Pres. & Advisory Council
 - Region 10 Representative, Jenna Wood, Region 10 Chair

International Executive Committee/International Staff:

Sharon Slauenwhite, IEC President-Elect, IEC Liaison/Chair
Daniel Stekol, IRWA Interim CEO

3. **Agenda:** Agenda had been emailed out and there were no corrections.
4. **Approval of Minutes:** The minutes of the July 10, 2019, meeting were emailed out with the agenda. There was a motion to approve the minutes by Ray, seconded by Matt. Motion carried.
5. **Feedback from Regions:** Sharon did a roll call for each of the Regions and there were no items for additional feedback.
6. **Other Communications:**

Sharon reported the September/October edition of the Right of Way magazine will have another update.

There have been some roster changes for representatives will need to be adjusted for our communications.

The detailed financial spreadsheet regarding the Governance Project costs has been uploaded to the Member Network. Past minutes will be uploaded after this call.

7. Discussion Topics:

Regions Spring Forum Summary Report

Sharon thanked James for the work he had done on the Spring Forum Summary report and mentioned the quality of the work, the graphs and how they helped communicate the message from the forums, and that it was good all the feedback was included in the Appendix. James mentioned in his drafting of the document, he tried to pull together reoccurring feedback items and summarize them. He added this document should be reviewed by someone else prior to it being a final document.

The final version of this report could be used to make our recommendations.

There are still 4 Regions who have not passed along their information, and the deadline has passed. Those Region representatives gave some verbal updates and were given a final deadline of Friday, August 9, 2019, to submit their information in writing to be included in the report. Sharon will contact the Region representatives who could not make this call.

Member Survey

Ray gave an update on survey and changes suggested by Beth Smith which they had implemented. He discussed targeted and sequenced questions developed for use by Fred Easton with the education survey.

The one question after some introductory text is: With these goals in mind, do you think IRWA needs to make major governance changes, with a yes or no option. There was some discussion on how the question is framed and on possibly allowing input for both answers rather than solely the Yes response option. This may be adjusted when the survey is sent out.

Daniel and Ray had discussed the timing for the survey, and it is to go out on August 21 and have a deadline for responses of September 2. There would be at least one or maybe two reminders going out to encourage responses. This is cutting it close to the deadline for our report, but it is the timeline that must be used because of other workloads. Ray and Beth Smith have been and will continue working on this as a subcommittee. They will contact Region Chairs and Vice Chairs to alert them of the survey question and use them to contact their Chapter officers who can advise their members it is coming and to encourage members to answer the short survey.

Sharon asked if there were concerns or questions:

- Carrol McCracken expressed appreciation this question is finally directly being asked.
- Sharon talked about her hopes this communication model could have multiple benefits and be used for more things in the future, not just this survey.
- Matt Harris asked if we could find a way to incorporate international Chapters, solving that problem, would everything else be considered a major change? This will be discussed later.

Appraisal Institute Structure Review

Sharon had attended a recent Appraisal Institute meeting in Denver. She gathered information and provided a write-up of their structure which was reviewed and discussed. There are similarities and differences. Sharon mentioned that group recently went through a Region boundary change proposal like proposed for the IRWA. Those changes were not undertaken because of opposition like what the IRWA has seen.

Lee mentioned this was something Mark Rieck had discussed in the past and could be negatively received. It was pointed out we were not pursuing their structure; this was just information for discussion and learning. There may be some good things from their structure that could benefit IRWA and it was mentioned the opposition was also true. They had a communication model where there is a window of time for major changes to be introduced to Chapters or they won't go to the Board.

Other comments included:

- Pat wondered why it seems there is always a comparison to the Appraisal Institute.
 - a. Both could have good attributes, maybe Appraisal Institute members feel the IRWA model is better
 - b. Pat had attended an Appraisal Institute conference, which had a lower attendance (300+/- attendees), she was disappointed with it and it didn't seem as welcoming or fun.
- Carrol wondered about how their 10 Regions are, geographically. It seems their information is restricted to members. When taking the 18,000 members, divided by their 50 members per representative, then scaled to IRWA membership size it has them possibly having 200+/- Region representatives, not far from IRWA representative size.
- Sharon pointed out the Appraisal Institute had a women's initiative for diversity and reviewed the work of the paid executive directors they have for their Chapters.

Taskforce Report

Taskforce report document will be put on Box, so everyone has collaborative access to it.

Group did a quick review of Section 1 of the document, which included some of the financial metrics. The group agreed with the content and direction of Section One.

There was a discussion on the recommendation in Section Two. A roll call vote was held on the recommendation, and all voted yes, except for Region 2 and 10. Region 2 representative was absent, and Region 10 representative had to leave the call prior to this vote. Sharon volunteered to contact them for their thoughts.

With this change, there were some recommendations for direction in the next section.

We will use the information we have gathered from the spring forum member feedback and the survey we will be sending out.

We had a discussion on how to incorporate international Chapters into Regions.

- Mexico isn't really in Region 2, the map on the website will have to be corrected. They cannot send people to Region 2 activities, nor can they access Region 2 information. They are getting support remotely just like other international Chapters.
- Saudi Arabia members were tied to a U.S. Region until they officially became a Chapter.
- International Chapters (not including Canada) are Australia, Mexico, Nigeria, Saudi Arabia, and South Africa. Those countries have about 350-400 members. Those Chapters have 2 international directors each but do not have Region representation, nor a voice/place with the IGC.
- Dues are the same except for one, which is equivalent in US Dollars in their economy
- Mexico had a peak of 50 members at one time, but because of the inability to have courses, it has dropped off significantly at the last renewal cycle. Only South Africa has more than 50 members.
- There was some discussion on the number of members and affiliate members. 87 Affiliate members which are spread out which don't belong to Chapters. A majority are US members who do not want to belong to Chapters. South Korea Appraisal Institute has about 20 Affiliate members. As of last renewal, China has no members because of IRWA not traveling there. A question was raised on how many members there are across the international countries. We are not to worry about Affiliate members who don't care about being part of a Chapter. It was asked if we could get a count of members from the International Chapters.
- Around 8,700 total members for the IRWA currently.
- The biggest concern is still the lack of international representation at the IGC level
- Discussion on the cost of adding 11th Region, new Chapter creation and associated travel cost.
- Talked about agency memberships, but they haven't had much support so far with international employers. They have been mainly been utilized by U.S. DOT's.
- Daniel mentioned the main decision for Governance Task Force is how to get Region/IGC Representation for International Chapters. They do have director votes.
- Forming a Region requires 3 Chapters. Right now, Africa is closest as it has two chapters with Nigeria and South Africa. If another Chapter formed in Africa, it could become a Region, and then be eligible for travel reimbursement. This could be up to an additional \$15,000 per year travel expense. It is automatic for a Region creation when you have three Chapters.

- This also involves Chapter creation rules which now require a minimum of 29 members, 25 members, and 4 Chapter officers. It must also provide proof the Chapter can viable. In the past it was just 10 members could form a Chapter.
- Growth in International Membership growth isn't such that we can create Regions quickly and easily.
- This must be fiscally responsible.
- Some of these International Countries have a lot of work to form Chapters. It could be more than 5 years before a Chapter would be formed in a country which could establish a Region.
- Discussion on options for International Chapters (except Canada)
 - a. Should International Chapters have their own Education Foundation?
 - b. Review Region creation rules
 - c. Create a Region with all international Chapters?
 - d. Rotating IGC member from each International Chapter – Each Chapter has a person with a one-year term? This would allow International representation and IRWA could build it into a budget
 - e. Modified membership/Lower dues if no IGC representation?
 - f. Put each international Chapter into one of the US Regions (This was determined to not be a viable option but listed as it has been discussed in the past and could be discussed again.) Mexico was frustrated with Region 2 membership as all Region 2 topics focused on the United States.

8. Other items:

- a. Make sure you can access Box for document access.

9. Next Meeting:

- a. An email will be sent out to Governance Task Force Region representatives for input and help with the report. Some of the report will contain items from the June minutes.
- b. International representation options
- c. Discuss COP/Committee voice in leadership
- d. Continue report draft work

10. Next meeting: Video Conference Call on August 14, 2019 (9:00-10:30 PST).

11. Adjournment: The meeting adjourned at 10:45 a.m., PST