

# IRWA Puget Sound Chapter 4 Executive Board Meeting Minutes

Virtual Board Meeting | May 12, 2021 | 10:00am – 11:00am https://zoom.us/j/99562039051?pwd=Y04yT3IEdTAwT3BCby9ya2h3aUNWdz09

Meeting ID: 995 6203 9051 Passcode: chapter 4

I. Call to Order: President Jesse Ray, SR/WA called the meeting to order at 10:08 AM PST.

#### Present:

Jesse Ray, SR/WA, President
Andrew Sorba, SR/WA, R/W-AC, Secretary
John Nidecker, MAI, R/W-AC, Immediate Past President
Amber Novack, Membership Chair
Murray Brackett, MAI, Treasurer
Jenifer Olsen, Nominations, Elections & Special Awards
Charla Oliver, Social Chair
Dianna Nausley-McKeon, SR/WA, R/W-RAC, Vice President

#### II. Meeting Minutes

#### **Andrew Sorba**

- Review and approve April, 2021 Executive Board Meeting minutes
  - Andrew Sorba motioned to approve the April 2020 minutes.
    - Discussions regarding changes to slate and position openings due to Michelle Talbot, SR/WA, President Elect, resigning.
  - John Nidecker seconded the motion.
  - Motion passed unanimously.

# III. Chapter Financials

## Jesse Ray

- Murray Brackett, MAI Incoming (and interim) Chapter Treasurer
  - Jesse Ray to review treasurer file and send to Murray Brackett with checkbook.
  - Murray Brackett and Jesse Ray to meet at Bank of America next week.
- Review Chapter financials
  - Checking account balance as of May 11, 2021: \$75,624.27.
  - Net income as of May 11, 2021: \$15,713.19.

#### IV. Committee Business

# Professional Development

#### **Charlene Mullis**

- Review and Approve Candidacy Applications:
  - Kai Miller SR/WA Application
- Certifications and Re-certifications
  - Hunter Manson R/W-RAC Recertification on April 29, 2021
  - Tanya M. Johnson R/W-RAC Recertification on April 29, 2021
  - Dianna Lynn Nausley-McKeon SR/WA & R/W-RAC Recertification on April 29, 2021
  - Robert A. McGinley SR/WA Recertification on April 29, 2021
  - Matthew C. Gossett SR/WA Recertification on April 29, 2021
- Member Questions / Support:
  - Brianna Vazquez is working on her R/W-RAC Relocation Assistance Certification.
     Reviewed and approved her resume to ensure she had a minimum of two years' experience of relevant Right of Way professional experience.

# Nominations, Elections & Special Awards

## Jenifer Olsen

- Jenifer Olsen to conduct the Election at Chapter Meeting.
- Nominations are closed for Employer of the Year, Professional of the Year, and Instructor-Presenter of the Year
  - We will recognize all instructor-presenters at the June Installation Event and award them each a mug

1 Nomination for Professional of the Year – Winner to be announced June 16

Jesse Ray to send John Nidecker past-president pin.

Education Andrew Sorba

- Scheduled Course 100, 200, 102, and 213 as part of the RWA Bundle.
  - Member Price: \$1,200 (20% savings from regular price \$1,510)
  - Registration is through Chapter 4 Website (no registrations yet)
  - Working on relaunching RWA bundle internationally with new dates for C100:
    - 200 in June
    - 213 and 102 in July
    - 100 in August
    - CLS has approximately 6 interested.
  - If relaunch is not feasible, may hold courses individually.
- Tanya Johnson, SR/WA, R/W-RAC ready to start Education Chair position.

## Membership Amber Novack

- Pending Members:
  - Sean McCarty SeaCon LLC
- Murray Brackett motioned to approve pending members; Jenifer Olsen seconded.
- Motion passed unanimously.

# Young Professionals

Jesse Ray

- Annual Education Conference Young Professional Saturday Night Event TBD
  - Seeking sponsorships to be discussed under ongoing business.

## Communication Jasmine Reid

- Recent Eblast topics:
  - 4/22/21: City of Tacoma Job Opportunities
  - 4/26/21: IRWA Certification Shoutout (SR/WA recertification correction)
  - 5/7/21: Reminder to register for May Meeting and Election
- Communication Outreach Chair opening in June.

## Program

## **Dianna Nausley-McKeon**

- May 2021 Election & Presentation by Krista Chambers, SR/WA, Brad Thomas, SR/WA, R/W-RAC, and Andy Roderick
- June 16, 2021 Virtual Installation Event
  - Discussions regarding timing of event.
  - Event: June 16, 2021 @ 11:30.

#### Golf Jesse Ray

- Golf Tournament Scheduled for Friday, August 20<sup>th</sup> at Redmond Ridge (Shotgun Start)
  - Total Minimum = \$3,883.54, initial deposit \$861.87 will be applied
  - To begin advertising to general membership Save the Date
  - Still need to finalize food order

# Social Charla Oliver

- Tacoma Rainiers night out for Baseball Survey/Poll membership to gauge interest?
  - Date: Late summer? To discuss after conference.
- Potential for joint social event with Chapter 19 Spokane prior to 2021 Fall Forum

## V. New Business

# Jesse Ray

- 2021-2022 Chapter 4 Executive Board Slate of Officers:
  - President-Elect & Int. Director: Dianna Nausley-McKeon, SR/WA, R/W-RAC
  - Vice-President: Andrew Sorba, SR/WA, R/W-AC
  - Treasurer: Murray Brackett, MAI
  - Secretary: Amber Novack

- Michelle Talbot, SR/WA, President-Elect, resigned. She will not serve as president or attend conference.
  - Diana Nausley-McKeon willing to serve as president for 2021-2022.
  - Need substitute or appoint new international director to serve at conference:
    - Andrew Sorba and Jesse Ray able to attend conference.
    - Andrew Sorba willing to serve as international director.
- Election of International Director Andrew Sorba, SR/WA, R/W-RAC (2020-2021)
  - Jesse Ray confirmed that Board can take action and appoint interim international director.
  - Murray Brackett motioned to approve Andrew Sorba as interim international director for 2020-2021; Dianna Nausley-McKeon seconded.
  - Motion passed unanimously.
- Election & reading of 2020 General Membership Minutes: confirm suspend reading of the minutes.
- Voting records need to be retained Members cast vote via sending email to the Secretary (if contested)
  - To allow a 14-Day window for voting, beginning May 12 and closing May 26 (if contested)

# VI. Ongoing Business

Jesse Ray

- Virtual Installation Event June 16, 2021
  - Confirm Date & Time: June 16 at 11:30am
- Chapter President's Pin John Nidecker, Jesse Ray, Dianna Nausley-McKeon
- Chapter 4 Speaker/Presentation Gifts: IRWA Tumbles arrived Dianna Nausley-McKeon to send to instructors.
- Chapter Donation Recap
  - Region 7 Champagne Toast budget includes \$150
  - Donation for Region 7 Travel Fund (\$900 donated in 2019) (budget \$500)
  - Donation at Conference to RWIEF \$5,000
  - Item donation for Region 7 raffle item at Conference PNW Gift Basket (\$500)
  - Young Professionals Saturday Night Event in San Antonio, TX Chapter 4 Donation?
    - Chapter has sufficient funds to donate but donation would go beyond budget for donations.
    - Dianna Nausley-McKeon motioned to donate \$200 to Young Professionals Event; Andrew Sorba seconded.
    - Motion passed unanimously.
      - Jesse Ray to send check and confirm sponsorship level.

#### VII. Announcements

Jesse Ray

- Board & Committee Openings:
  - NESA Chair Jenifer Olsen volunteered.
  - Communications Outreach Committee Chair
  - Registration TBD
- Today's Presentation: Krista Chambers, SR/WA, Brad Thomas, SR/WA, R/W-RAC, Andy Roderick
- Election of Officers
- Meeting RSVP's ~ 20

## VIII. Recap of Action Items

**Andrew Sorba** 

- Jesse Ray and Andrew Sorba to find second interim international director.
- Jesse Ray to send president pins to Jesse, Dianna, and John.
- Jesse Ray to contact Young Professional regarding donation and confirm sponsorship at Conference.
- Dianna Nausley-McKeon to send past presenters gifts
- Jesse Ray to review treasurer file and send to Murray Brackett with checkbook.
  - Murray Brackett and Jess Ray to meet at Bank of America next week.
- Dianna Nausley-McKeon and Jesse Ray to meet to discuss president role and responsibility.

#### IX. Adjourn Meeting

Jesse Ray

President Jesse Ray, SR/WA adjourned the meeting at 11:01 AM PST.

X. Next meeting – June 16, 2021 Virtual Installation Event begins at 11:30am.