



IRWA Puget Sound Chapter 4 Executive Board Meeting Minutes-Final

November 13, 2019 | 10:00am – 11:30am

Landmark Tacoma

I. Meeting Minutes Christopher Anderson

- Review and approve October 2019 Executive Board Meeting minutes
 - Motion to approve made by John and Dawn. Dianna seconded motion.
Motion approved for October Meeting Minutes.
- Call to Order:
- The meeting was called to order at 10:10 am by President, John Nidecker

Present:

John Nidecker, MAI, President
Jesse Ray, SR/WA, President-Elect
Dianna Nausley-McKeon, SR/WA, R/W-RAC, Treasurer
Michelle Talbot, SR/WA, Vice President
Chris Anderson, Secretary
Andrew Sorba, SR/WA, Education Chair
Dawn Fletcher, Immediate Past President
Amber Louis, Membership Committee
Michelle Rude, Member
Leslie Findlay, SR/WA, Reg. 7

II. Chapter Financials Dianna Nausley-McKeon

- Treasurer's Report
- Dianna stated that as of October 31st, 2019 chapters total income is \$50,591.97.
- \$30 voided check for Rhonda Thomsen should be showing in November's statement

III. Committee Business

- **Professional Development** Janae Barbeau
 - Reviewed and approved RWA Declaration for Andrew Sorba
 - Reviewed and approved R/W-AC exam request application for Andrew Sorba
 - Reviewed and approved R/W-RAC exam request for Ingrid Williams
- **Nominations, Elections & Special Awards** Nicole Bissett
 - Leslie Findlay has been nominated for Region 7 Professional of the Year. Announcement will be made at the Spring Forum
- **Education** Andrew Sorba
 - October Course 201 had 11 participants, estimated profit of \$65
 - November Course 803 had 14 participants, estimated profit of \$500
 - Additional/Repeat Courses
 - Course 501 will be offered again January 29-30, 2020 in Pierce County.
 - Jeff Wong and Dianna Nausley-McKeon indicated each have multiple staff members that want to take the course and were unable to in September 2019.
 - Course 604 may be offered again in December or January depending on potential participants.
 - Robert Gilmore from King County Water Treatment is interested in hosting the course and has indicated a number of staff may be interested in the course.
- **Action Item: Dawn will reach out to Robert Gilmore to coordinate**

- Need to calculate instructor costs to determine viability of hosting the course a second time.
 - Finalizing 2020 Course Schedule
 - Includes Instructor Hire Letters & Securing Locations
 - Still need to identify and assign course coordinators
 - Provide education voucher for December Meeting raffle.
 - Each course taken in December and January, IRWA will give \$300 towards instructor. Usually there is no money given to instructor from IRWA.

- **Membership** **Amber Louis**
 - 17 Members signed up for Chapter 4 in October 14 of which came from membership drive.
 - Amber Louis read the names of all 17 pending members.
 - Dianna made motion to approve. Dawn seconded motion. Motion to approve all 17 individuals passed.
 - Amber confirmed that the members that signed up during the month of October will have a drawing (at the membership meeting), and that one member will be announced to all attendees.

- **Social** **Leslie Beard**
 - Michelle reserved the Tap House for December 11th Holiday party.
 - John made a motion to budget \$500 for the Holiday party. Everyone in attendance agreed that \$500 for prizes was appropriate
 - Leslie announced idea to have chapter event at Emerald Downs Racetrack. Costs and available dates were presented.
 - Track opens April 18 – September 20.
 - Fridays – start at 6:30pm
 - Saturdays – start at 5pm
 - Sunday's – start at 2pm
 - Trackside Pavilion – 88 people, requires min of 20 to reserve space – it is shared with others.
 - Requires 20% deposit
 - Price per person includes admission, program, tip sheet, recognition on the official program, reserved seating, meal service...\$56.10 up to \$81.18 per person.
 - Leslie reached out to Tacoma Rainiers Group Sales Manager for dates and prices for patio party.
 - 50 tickets, 90 minutes of meal (served 30 min before game), water, soda, beer, and wine. Beverage services starts one hour before game time. 130-140 cans of beer and 4 bottles of red and white wine. \$1,933 includes tax and fees.
 - Games go April thru September – spring time is more open, gets busier in the summer.
 - It was determined that all though Emerald Downs will be less money, however having the event at Tacoma Rainiers is favored by all attendees. Sponsors may even donate \$1,000 for this event.
 - It was announced that Tacoma Rainiers event pricing should be as follows: Members free, Adult guests = \$10, Kids under 18 = \$5, Children under 3 years = free.
 - Dawn made a motion to approve pricing. Dianna seconded motion. Motion passed.
 - Michelle Rude announced that she reserved Cruise ship event/ formalizing officer positions.

- **Action Item: John will speak with cruise ship organizer to negotiate pricing.**

- **Golf Tournament** **Andrew Sorba**
 - Reached out to previous tournament participants for feedback.
 - Contacted local golf courses to inquire on costs and availability for the 2020 tournament.
 - **Young Professionals** **Jesse Ray**
 - Jessie announced that Region 7 is looking for volunteers for the Spokane area as well as a chapter representative
 - There is currently \$3,000 total budget for Chapter 4 International Young Professionals Committee. This breaks down to roughly \$150 per Region Representative.
 - Young Professionals will have articles in IRWA magazine
 - **Communication** **Julie Aune**
 - Julie Aune was not present
 - **Program** **Michelle Talbot**
 - November 2019 – IRR appraisal topic (John and Lori)
 - December 2019 – Holiday Event (Tap House Grill)
 - Holiday party discussion/ideas, raffle prizes
 - January 2020 – Angela Brady, Deputy Director, Office of the Waterfront- Seattle Waterfront update
 - February 2020– Charlene Mullis, WSDOT Real Estate Services- Title Encumbrances
 - March 2020- Project of the Year
 - May 2020- June DeVoll, Manager, Regional Programs and Projects- Community Transit- Swift Bus Rapid Transit
 - April 2020- Viaduct Project- HDR, Krista Chambers/Brad Thomas/Andy Roderick (**Tentative**)
 - June 2020- Installation Dinner- Waterways Cruises
- IV. **New Business** **John Nidecker**
- **Need Chair for Spring Seminar – Speaker status**
 - Venue and Date – May 6, 2020 at PSE in Bellevue
 - Brochure
 - Food
 - Melanie Rabaglia has volunteered to help out with the seminar
 - Set up conference call for further coordination
- V. **Ongoing Business** **John Nidecker**
- **Registration Desk Volunteer needed**
 - **Action Item: John will announce desk volunteer at member meeting**
- VI. **Announcements** **John Nidecker**
- RSVP's – 40
- VII. **Recap of Action Items** **Christopher Anderson**
- VIII. **Adjourn Meeting** **John Nidecker**
- Adjourned at 11:05 a.m.
- IX. **Next meeting** – December holiday party-Taphouse in Seattle
Executive Board Meeting begins at 4pm at IRR-Seattle 3rd floor conference room
Party starts at 5:30pm at the Taphouse in Seattle