



International Right Of Way Association Chapter 36

MEETING MINUTES	
Meeting Type	Board of Directors Meeting
Meeting Date	April 12, 2005
Meeting Time	10:30 AM – 11:30 AM
Meeting Location	Pappasito's Dallas, Texas

Officers – 2005		In Attendance	
President	Dan Wright	X	
Vice President	Cheryl Bennett		X
Treasurer	Craig Marek	X	
Secretary	Donna Harrison	X	
Director – 2 year	Steve Kunkel	X	
Director – 1 year	Wendell Pyles	X	
Committee Chairs			
PDC – 1 year	Scott Rustand		X
PDC – 2 year	Kathy Robertson		X
PDC – 3 year	Greg Althoff	X	
Education	Greg Cook		X
	Bob Carroll		X
Membership	Heather Knipstein	X	
	Bill Stoll	X	
Program	David Harry		X
Newsletter	Denise Perez		X
Historian/Photographer	Ben Claybour	X	
Social	Diane Burkhardt		X
Guests			
	Jan Whatley	X	
	Linda Burkett	X	

OFFICER & COMMITTEE CHAIRMAN REPORTS

President – Dan Wright

President Dan Wright called meeting to order. The minutes of the April meeting were distributed and reviewed. Craig Marek stated the Treasurer's Report should be corrected to reflect interest earned for both January and February. Bill Stoll moved to accept the minutes as corrected. There was a second to the motion. **Motion carried.**

Vice-President – Cheryl Bennett

No Report

Treasurer – Craig Marek

The financial report was presented.

There were 31 paid members and 16 guests for a total of 60 at the March luncheon.

According to Nancy Young as of 04/07/05, 36 have signed up for the Spring Seminar, 20 for the golf tournament and there have been 9 golf sponsorships. The numbers were updated from Nancy's report to 26 golf tournament registrants and 10 golf sponsorships.

Spring Seminar printing costs were discussed. Donna made a motion that the fees for the Spring Seminar printing and today's meal be paid. Heather seconded the motion. **Motion Carried.**

There was a balance as of 3-31-05 of \$25,770.98 that does not include Interest Earned for the month of March.

Steve Kunkel inquired if all 16 guests for the March meeting were prospective Chapter members. No further discussion.

Secretary – Donna Harrison

No report

Director – 1 Year – Wendell Pyles

No report

Director – 2 Year – Steve Kunkel

No report

Education Committee -- Greg Cook, Chair

Heather reported that the ATMOS facility is no longer available for IRWA classes. Discussion was held concerning alternate locations. DART, TXU in Ft. Worth, TXU in Dallas, ATMOS in Ft. Worth and Dallas County were listed as possible locations. Greg Cook is working on a questionnaire concerning amenities at each facility.

Two courses have been completed this year. The course numbers and number of attendees for each are listed below:

Course 700 with 14 students

Course 212 with 8 students

Courses scheduled in May and the instructors for each are listed below:

Course 803 – Scott Moran

Course 501 – Lisa Harrison

Course 502 – Lisa Harrison

Steve Kunkel requested reconciliation on the courses comparing attendance with cost per course. It was reported that there is none available at present for the courses presented thus far this year.

Professional Development Committee – Scott Rustand, Chair

Dan Wright reported for Scott Rustand that there was a question on whether SR/WA's received plaques and certificates. He received a clarification from Francis Vincente, PDC International..."SR/WA's receive plaques. Members approved for certification receive certificates. Certificates are issued to SR/WA only on certain occasions where a presentation has already been scheduled for newly approved SRWA, if the plaques for some reason didn't get delivered in time for the presentation."

Applications for Candidacy for SR/WA Certification were processed for the following members:

Darrell Burkhardt (March)

Edward Okpa (March)

Stephanie Burkhardt (April)

Certification Program Application in Negotiation/Acquisition was processed for Sean Harrison in March.

Membership Committee – Bill Stoll, Chair

Bill Stoll reported the receipt of five (5) new applications and fees received for membership for the following:

Jerry Buckner, an attorney in private practice.

Karen Mustard, right-of-way agent with Coates Field Service.

Matt Powell, self-employed land surveyor.

Scott Teer, right-of-way and claims agent for Brazos Electric Power Cooperative.

Aaron Wright, with Wright Innovations.

Bill verified that IRWA has received the fees and he recommended these candidates for membership. Those present approved all candidates.

Bill sends e-mail when any of the following occurs:

1. When an application is received.
2. When an application is approved.
3. When guests attend, he sends an e-mail encouraging them to join.

With these actions Chapter 36 membership totals 226 members including 57 members with SR/WA designations. Of the 57 SR/WA's, 7 are retired members.

Program Committee – David Harry, Chair

Representatives of the North Texas Municipal Water District will present today's program. Dan reported that Integra Realty Resources furnished a \$25.00 door prize for today's meeting. Dan suggested raising money for door prizes to encourage members to attend.

The May meeting was discussed. Bill suggested that the May meeting be an education meeting and not just entertainment. Steve was not in favor of deleting the Coors meeting all together. He didn't think it should be huge entertainment either. Craig recalled approximately 50 to 60 people in attendance at the Coors location last year. The entertainment expense was approximately \$1,000.00 last year. It was mentioned that the Coors meeting has declined in the past 3 or 4 years. A suggestion was made that the May meeting be incorporated into the Spring Seminar and Golf Tournament event. It was suggested that the board meeting be held from 10:30 to 11:30 with the Chapter meeting to be held in conjunction with a social event to begin after the golf tournament awards ceremony. It was determined that we should keep Coors on the agenda in the event plans change.

Ruth Kelton, with the Appraisal Institute, would like to have a joint meeting in the fall with their local chapter and Chapter 36; to be held at the Diamond Club in Arlington, Texas. She suggested having 1 speaker from the appraisal group and 1 speaker from the IRWA group.

Newsletter Committee – Denise Perez

The Adobe subscription has expired and a bill was sent to Craig Marek. Denise Perez has taken a position with DART-TRE. We hope that she continues with our newsletter.

Social Committee – Diane Burkhardt

No report

Historian/Photographer – Ben Claybour

Ben Claybour has been using a company camera to take the pictures for our chapter. Discussion was held concerning asking the membership if someone has a digital camera they would be willing to donate to the chapter. Any donation of such a camera would be appreciated.

Website – Mark Breedlove

The website is working well. Registration forms for the Spring Seminar are now on line.

Old Business:

The question was asked as to whether or not Cheryl Bennett has mailed the letter concerning the Spring Seminar to the guest speakers. Dan will contact Cheryl to obtain status.

Steve Kunkel and Dan Wright have registered for the International Right of Way Conference held in June in Toronto, Canada. They should submit their expenses in June for payment.

Dan will present the awards on behalf of Chapter 36 to the winners of the Steve Baggett Golf Tournament. Steve moved that Chapter 36 donate \$1,000.00 to the East Texas Hospice on behalf of Steve Baggett. Bill Stoll gave a second to the motion. **Motion Carried.**

Wendell Pyles began discussion on designating someone to purchase the Chapter 36 auction item to be auction at the International Conference. It was discussed that \$100 to \$150 was the average spent on such an item. Wendell volunteered to purchase the item and ship it to Canada. Dan Wright moved that Wendell purchase the item and ship it to Canada at a total cost of approximately \$150.00. Steve Kunkel gave a second to the motion. **Motion Carried.**

New Business:

A letter was received from Donnie Sherwood concerning our scholarship procedure to the UNT. Donnie feels it is inappropriate to only give UNT students the chance for a scholarship. Chapter 36 established scholarship Guidelines. Dan suggested that if UNT students do not apply for the scholarships by May 2, 2005, they could be opened up for applications from other members and family for the remainder of the year. No decision was made on this subject at this meeting.

Dr. Baen would like the presentation of the scholarships to be made at the Spring Seminar.

Discussion was held concerning making a donation to the IRWA on behalf of Howard Armstrong, the President-elect of IRWA. Dan mentioned how Howard had installed our slate of officers for this year and how instrumental he had been with course development and teaching of the IRWA courses. Dan suggested that we donate \$1,000.00 to the IRWA education fund. Discussion was held as to whether to send our donation now or present it in Toronto. Wendell suggested that we send our donation now. Greg Althoff moved that we donate \$1,000.00 in Howard's name to the International Education Committee. Steve asked that the motion be modified to read the International Education Foundation. Greg then moved that \$1,000.00 be donated to the International Education Foundation of the IRWA in the name of Howard Armstrong. Steve Kunkel seconded the motion. **Motion Carried.**

There was no other new business.

Meeting Adjourned.
Minutes recorded by Donna Harrison,
Secretary for IRWA Chapter 36.