

**International
Right Of Way Association Chapter 36**

MEETING MINUTES	
Meeting Type	Board of Directors Meeting
Meeting Date	October 11, 2005
Meeting Time	10:30 AM – 11:30 AM
Meeting Location	The Diamond Club Arlington, Texas

Officers – 2005		In Attendance	Absent
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/Historian	Denise Perez	X	
Social	Diane Burkhardt	X	
Guests			
	Frances Wilson	X	
	Jan Whatley	X	

OFFICER & COMMITTEE CHAIRMAN REPORTS

The meeting was called to order by President Dan Wright. The September Board meeting minutes were distributed for review. Denise Perez noted the correct spelling of Kim Brimer's name. Wendell Pyles moved to accept the minutes as corrected. Bill Stoll seconded the motion. **Motion carried.**

Vice-President – Cheryl Bennett

No Report

Treasurer – Craig Marek

Craig Marek, Treasurer, provided a financial report, which reflected an ending balance excluding Interest Earned for the month of September of \$21,322.58. He also provided a detailed report analysis for all outflows, which included expenses for IRWA Courses 501, 502, 505, 506, and 803.

Gregg Cook reported that he delivered +\$14,000. to Craig prior to the Board meeting.

Dan Wright made a motion to accept the Treasurer's report. Gregg Cook seconded the motion. **Motion Carried.**

Secretary – Donna Harrison

No report

Director – 1 Year – Wendell Pyles

No report

Director – 2 Year – Steve Kunkel

Steve Kunkel reported that the Nominations Committee met yesterday via conference call and solidified the following slate of candidates:

Jan Whatley	President
Craig Marek	Vice-President
Bill Stoll	Treasurer
Diane Burkhardt	Secretary
Cheryl Bennett	PDC Committee
Kathy Robertson	PDC Committee
Greg Althoff	PDC Committee

The nominations will be announced during today's meeting with the installation of Officers at the November 15, 2005.

Dan Wright stated and confirmed with Wendell Pyles that there is nothing in the By-laws regarding the progression of Officers.

Steve Kunkel confirmed that the committee felt an Officer should have a well rounded background. He stated that Cheryl Bennett advised him that she would miss the first three meetings of 2006 and as such, would not seek the office of President.

Mr. Kunkel stated that Jan Whatley has been a member for several years, served as Program Chair for 2 years, and was a member of the Spring Seminar Committee.

Education Committee - Greg Cook, Chair

Gregg Cook reported that course attendance is strong. He has not received all of the invoices for all the courses. Course 503 will be presented in Waco in conjunction with Chapter 8 later this month.

Professional Development Committee – Scott Rustand, Chair

Greg Althoff asked if the IRWA Certifications could be added to the membership list. Bill Stoll commented that there is not enough room on his list; however, the Certification designations could be added to the website membership list. Bill Stoll stated that members should go to the International website and update their personal information. Denise Perez suggested that the Chapter place an article in the newsletter advising members to update their profile.

Membership Committee – Bill Stoll, Chair

Bill Stoll reported the receipt of three (3) new applications and fees received for membership for the following:

Sandra K. Forman, Title Specialist, Halff & Associates
Patrick M. Moriarty, Relocation Specialist with Armstrong Relocation, Inc.
Don D. Valden, Right of Way Agent, Valden Right of Way Acquisitions

Bill verified that IRWA has received the fees and made a motion to approve the applications for membership. Greg Althoff seconded the motion. **Motion Carried.**

With these actions Chapter 36 membership totals 225 members including 55 members with SR/WA designations.

Program Committee – David Harry, Chair

No report

Newsletter Committee/Historian/Photographer – Denise Perez

No report

Social Committee – Diane Burkhardt

No report

Website – Mark Breedlove

No report

Old Business:

Dan Wright reported that several non-members are still requesting notification of the monthly meetings. It was discussed that the Chapter does not have the capability of handling two data base systems and that the current data base is enough to take care of. After much discussion, it was decided to keep the list as is.

Dan Wright distributed a letter from Linda Burkett regarding the increased cost of the luncheons. He advised that David Harry and Jan Whatley had done extensive research for a convenient location for a reasonable price.

Kathy Robertson volunteered to assist with obtaining new locations and guest speakers. She will contact Linda Burkett to assist her in this endeavor. Each will work their respective area locations.

New Business:

Dan Wright reported the following nominations are due International:

IEC Nominations	11-1-05
Balfour Award Professional of the Year	2-1-06
SARPA Scholarship \$3000 scholarship	2-1-06
Newsletter One category is for 100 + members One category is for – 100 members	2-1-06
Employer of the Year One category is for 20 + employees One category is for – 20 employees	2-1-06
Mark Green Journalism	2-1-06
Chapter of the Year One category is for 100 + members One category is for – 100 members	2-1-06

Dan Wright reported that International will start printing the proposed dues October 15, 2005. Last year the Chapter dues were increased to \$20. Wendell Pyles made a motion for the dues to remain the same for 2006. Steve Kunkel seconded the motion. **Motion Carried.**

Dan Wright also reported that Cleo Grounds requested the Chapter sponsor Paula Swartz, FTA attorney, to attend the URS Seminar in Anaheim, CA in November. Ms. Swartz is a scheduled speaker. Sponsorship is estimated at \$2000, which will be reimbursed by SBC. President, Dan Wright requested a letter stating the sponsorship is appropriate and the Chapter will be reimbursed.

Dan Wright made a motion to sponsor Ms. Swartz contingent upon receipt of the letter. Kathy Robertson seconded the motion. **Motion Carried.**

There was no other new business.

Dan Wright made a motion to adjourn, which was seconded by Denise Perez. **Motion carried.**

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