



**International
Right Of Way Association Chapter 36**

MEETING MINUTES	
Meeting Type	Board of Directors Meeting
Meeting Date	November 15, 2005
Meeting Time	10:30 AM – 11:30 AM
Meeting Location	The Hilton Garden Inn Duncanville, 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
	Heather Knipstein	X	
Membership	Bill Stoll	X	
Program	David Harry		X
Newsletter/Historian	Denise Perez		X
Social	Diane Burkhardt	X	
Guests			
	Randy Williams	X	
	Andy Sherwood	X	
	Jan Whatley	X	

OFFICER & COMMITTEE CHAIRMAN REPORTS

The meeting was called to order by President Dan Wright. The October Board meeting minutes were distributed for review. Steve Kunkel made a correction to his comments for the officers. Dan Wright 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 October of \$31,170.75.

The Chapter is classified as a 501C6 and as such, does not qualify for sales tax exemption.

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

Secretary – Donna Harrison

No report

Director – 1 Year – Wendell Pyles

This will be Wendell Pyles' last meeting as a Director; however, he expressed that he intends to continue to be active in the Chapter. Dan Wright extended the Chapter's gratitude to Wendell for his dedication and hard work.

Director – 2 Year – Steve Kunkel

Steve Kunkel reported that the Chapter has not issued 1099's to anyone providing services including instructors. Randy Williams stated that Regional Tax forms have never been filed. Austin does file a tax return. Each chapter is supposed to file with the IRS.

Education Committee - Greg Cook, Chair

Gregg Cook reported that he has reconciled Courses for this year and expects at least a \$200 profit from Course 503 to be held in Waco. He is currently planning the 2006 schedule. Please notify him of any member needing a course to complete either a certification or SR/WA requirements.

Professional Development Committee – Scott Rustand, Chair

Greg Althoff reported that he has received 6 applications for RAC certification.

Membership Committee – Bill Stoll, Chair

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

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

Dan Wright was complimentary of and thanked Bill for his hard work this past year.

Program Committee – David Harry, Chair

Dan Wright reported that David Harry will be assisted by Kathy Robertson, Linda Burkett and Don Stringfellow.

Newsletter Committee/Historian/Photographer – Denise Perez

Dan Wright was very complimentary of Denise Perez for the Newsletter. Don Stringfellow agreed to assist with photos of the chapter events.

Social Committee – Diane Burkhardt

No report

Website – Mark Breedlove

Dan Wright reported that Mark Breedloves' contract is due. The treasurer should issue a check in the amount of \$599 for his contract.

Old Business:

Dan Wright reported that Paula Swartz attended the Anaheim Seminar. Craig Marek, Treasurer, has received \$1750 in donations. Ms. Swartz will submit her total expenses for reconciliation.

Dan Wright reported that Pinnacle Consulting Management Group, Inc. presented two checks to the Education Foundation in memory of W. Howard Armstrong in excess of \$36,000.

Winter Forum:

The Arlington Hotel has blocked rooms for February 9-10, 2006. Legal Aspects of Easements will be presented on February 8, 2006.

International has requested that Directors rotate in order that five Directors come on each year. Randy Williams stated that the Region needs to have an election during the Winter Forum.

New Orleans is scheduled to host the 2007 Winter Forum. San Antonio has also expressed an interest in hosting it.

New Business:

Dan Wright opened nominations for Professional of the Year. Nominations were Don Stringfellow, Greg Cook, Bill Stoll and Donna Harrison. Donna Harrison withdrew from the nominations. Jan Whatley moved to close the nominations. Don Stringfellow was elected 2005 Professional of the Year.

Dan Wright opened nominations for Employer of the Year. Nominations were Pinnacle Consulting Management Group, Inc. which was elected as the 2005 Employer of the Year.

Dan Wright thanked everyone for their assistance this past year and thanked Randy Williams for attending and performing the installation of the 2006 officers.

There was no other new business.

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

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