



International Right Of Way Association Chapter 36

Meeting Minutes				
Meeting Type	Chapter Meeting			
Meeting Date	February 14, 2006			
Meeting Time	Board Meeting @ 10:30; Regular Meeting @ 11:30			
Meeting Location	City Club of Arlington			
<u>Officers - 2006</u>			In Attendance	Absent
President	Jan Whatley	<input type="checkbox"/>	X	<input type="checkbox"/>
Vice-President	Craig Marek	<input type="checkbox"/>	X	<input type="checkbox"/>
Treasurer	Bill Stoll	<input type="checkbox"/>	X	<input type="checkbox"/>
Secretary	Diane Burkhardt	<input type="checkbox"/>	X	<input type="checkbox"/>
Director-1 Year	Steve Kunkel	<input type="checkbox"/>	X	<input type="checkbox"/>
Director-2 Year	Dan Wright	<input type="checkbox"/>	X	<input type="checkbox"/>
<u>Committee Chairs</u>			In Attendance	Absent
PDC – 1 Year	Kathy Robertson	<input type="checkbox"/>	X	<input type="checkbox"/>
PDC – 2 Year	Greg Althoff	<input type="checkbox"/>		X
PDC – 3 Year	Cheryl Bennett	<input type="checkbox"/>		X
Education	Greg Cook	<input type="checkbox"/>	X	<input type="checkbox"/>
Education	Heather Knipstein	<input type="checkbox"/>		X
Education	Bob Carroll	<input type="checkbox"/>		X
Membership	Kathy Hall	<input type="checkbox"/>	X	<input type="checkbox"/>
Program	David Harry	<input type="checkbox"/>		X
Newsletter	Denise Perez	<input type="checkbox"/>	X	<input type="checkbox"/>
Historian/Photographer	Denise Perez	<input type="checkbox"/>	X	<input type="checkbox"/>
Social Director	Karen Gnuse	<input type="checkbox"/>		X
Guest:				
Donna Harrison				
Charles Stearman				

CHAPTER MEETING HELD ON FEBRUARY 14, 2006

The meeting was called to order by President Jan Whatley.

The Secretary, Diane Burkhardt, did not bring copies of the minutes from the January 10, 2006, meeting, so it was agreed to approve the minutes at the March 14, 2006, meeting.

President – Jan Whatley

Present. There was much discussion regarding the Winter Forum held in Hot Springs, AR, on February 9th and 10th at the Arlington Hotel:

- International has requested that all classes be scheduled 2 to 3 years out – which Greg Cook indicated that they were continuing to work to meet that requirement
- The Arkansas region had four (4) people present at the Forum – it was mentioned that the purpose of having the Forum in Arkansas was to increase their level of participation and show support for their struggling chapter
- Requests for reimbursements need to be submitted to the Chapter from the Directors, President and Vice-President of our chapter
- Dan Wright presented his concerns with our members who serve on the International Committees. They are expected to pay their own travel expenses. Some chapters pay these members expenses, so it is not such a financial burden for them. Chapter 36 is contacting these members (Kyle Ray, Donnie Sherwood and Cheryl Bennett) to see how much of their expenses are and consider reimbursing them.
- At Forum, Jim Flennigan discussed:
 - How class attendance is down
 - Revenues are great
 - Overall status of IRWA is solid
- At Forum, Kyle Ray presented how IRWA is going to a uniformity of courses and the Appraisal Foundation is moving to a new Federal approval process being required for certification of classes. These requirements should be decided upon and in place by 2008.

Jan Whatley requested recommendations for “Highway” speakers for College Station. Our chapter was responsible for Friday speakers and we need to turn in the information by February 28, 2006, to Regional. Kunkel indicated that he was concerned about using Bouma and Campbell at both the Spring Seminar and Texas A&M. Kathy Robertson recommended Baine, due to his incredible energy.

It was decided that Baine was an expert in pipeline issues and that there would be limited amount of participants who would attend the Spring Seminar and the Friday session at A&M.

Vice-President – Craig Marek

Present. Craig Marek presented his information on the upcoming Spring Seminar.

- 1) Golf Tournament - Thursday April 6, 2006 at the Tierra Verde Golf Club, 7005 Golf Club Drive, Arlington, TX 76001 (817)572-1300. Lunch at 11:30, 1:30 tee time with \$75 registration fee.

- 2) Date for Seminar – Friday April 7, 2006. Advance registration is \$100 for members and non-member is \$125 with walk in fee of an additional \$25.
- 3) Seminar Location – Tarrant County Assembly Room, 200 E. Weatherford St., Ft. Worth, Texas 76102. The garage address is 101 Calhoun St.
- 4) Speakers: need one more speaker – Bouma’s name needs to be corrected.
- 5) Kathy Robertson is getting coupons for the local restaurants and event information to be placed by the door at the seminar.
- 6) Hotels – due to the races that weekend, participants are recommended to book their own rooms.
- 7) Breaks – Jeanne, Diane and Kathy are in charge of breaks and have it all prepared.
- 8) Social & Networking Events - after the golf tournament on Thursday April 6, 2006, at the Tierra Verde Golf Club, 7005 Golf Club Drive, Arlington, TX 76001 (817)572-1300 at 4:30 in the clubhouse.
- 9) C.E. approvals are waiting for the last speaker to be confirmed
- 10) Future Spring Seminars will be at the Education Center.

No Motion required.

Treasurer – Bill Stoll

Present. Treasurer report was submitted to the Board for review and corrections – there were no corrections needed.

Bill reported that the merchant’s account for classes and seminars had been completed and ready for the Spring Seminar. He has also received the necessary information to maintain the non-profit status.

During the month of January:

The Chapter’s total inflows are:	\$1,310.00
The Chapter’s total outflows are:	\$1,391.29.02
The Ending Balance of:	\$27,619.84

It was noted that during the Winter Forum that the Austin Chapter had more money than any other Chapter present.

Diane Burkhardt moved to approve the Treasurer’s report, Kathy Robertson – seconded the motion – **Motion carried.**

Secretary – Diane Burkhardt

Present. No report

Director – 1 Year – Steve Kunkel

Present. Steve Kunkel reported that Donny Sherwood has completed and submitted his application for the Balfour Award. Lisa Harrison has confirmed that Pinnacle has completed their application and information for Employer of the Year.

The requirements for the scholarships were reviewed. Jan confirmed that the changes have been made to the information on line and the applications on the webpage. Diane indicated that it was great for the chapter to have this taken care of in such a timely manner.

Kunkel will make the announcement for the scholarships at the meeting.

Director – 2 Year – Dan Wright

Present. No report.

Education Committee - Greg Cook, Chair

Present. Greg Cook reported that there are two classes scheduled in March and he is in the process of processing the required three year calendar.

Professional Development Committee – Kathy Robertson, Chair

Present. Kathy asked about the March meeting location? Since David Harry and Linda Burkett were not present, Kathy offered to contact them regarding the March meeting location.

Membership Committee – Kathy Hall, Chair

Present. Kathy Hall reported that fifteen applications with payment have been received: (need complete information from Kathy to confirm names, spelling and company information)

- | | |
|-----------------------------|--------------------------------------|
| 1) Richard (Rick) Balcom | CPI Group |
| 2) James (Jimmy) Smith | James Daniels and Associates |
| 3) Patricia (Pattie) Benton | THC, Inc. |
| 4) Joshua Canuteson | Half Associates |
| 5) Shanna Kate | Tarrant Regional Water District |
| 6) Nathaniel (Nate) Dickens | City of Dallas |
| 7) Cheryl Jedlicka | DFW Advisers |
| 8) Wayne Padagimas | Independent Contractor |
| 9) Stacie Walton | James Daniels and Associates |
| 10) Nicholas (Nick) Kuehn | LAN |
| 11) David Weaver | Burford and Ryburn |
| 12) Rebecca (Becky) Lemley | Lemley and Associates |
| 13) Jason Fanelli | Pharos Corporation |
| 14) Lisa Mandel | Crossland Acquisition, Inc. |
| 15) John Lechner | North Texas Municipal Water District |

Greg Cook made a motion to approve the applications for membership, Diane Burkhardt seconded the motion. **Motion Carried.**

Program Committee – David Harry, Chair

Not Present. No report.

Newsletter Committee/Historian/Photographer – Denise Perez

Present.

- Denise reported that the three newsletters were submitted for competition.
- Denise also stated that her program for the newsletter was corrupt and required her to start over several times. She indicated that each time she had to start over, the information became less and less.
- Advertisement in the Newsletter:
 - Austin allows advertising which brings in approximately \$40 annually per advertiser.

- Kyle Ray drafted a policy which needs to be addressed – again.
- The Chapter has requested a draft for the next meeting.
- The idea was tabled until complete information could be reviewed and considered.

Social Committee – Karen Gnuse

Not present. Diane Burkhardt presented the up-date on the Boat trip and recommended that a decision be made considering the trip. Early booking could save the chapter a couple hundred of dollars in fees.

Steve Kunkel made the motion to approve the payment of the boat trip in July, Dan Wright seconded the motion. Motion Carried.

Website – Mark Breedlove

Not Present. No report.

New Business:

Sid Horner of Dallas County is retiring and Craig Marek will be making a presentation to him at the meeting.

Denise Perez reported that there were errors in the newsletter and that an award would be given at each meeting to people who find the errors and report them to Denise.

There was no other new business.

Jan Whatley made a motion to adjourn, which was seconded by Diane Burkhardt. Motion Carried.

Meeting Adjourned at 11:35 A.M.
Minutes recorded by Diane Burkhardt,
Secretary for IRWA Chapter 36.

Meeting Minutes:

Diane Burkhardt
Secretary, Chapter 36