

Status
Date

May 11, 2010

Draft Amended & Approved

MEETING MINUTES			
Meeting Type	Monthly Chapter 36 Board Meeting		
Meeting Date	March 9, 2010		
Meeting Time	10:00 a.m.		
Meeting Location	2201 North Commerce Street, Fort Worth, Texas		
Officers - 2010		In Attendance	Absent
President	Greg Cook	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice-President	Craig Brandt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Treasurer	Charles Stearman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Secretary	David Harry	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director-1 Year	Diane Burkhardt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director-2 Year	Donna Harrison	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Committee Chairs		In Attendance	Absent
PDC – 1 Year (Chair)	David McCarthy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PDC – 2 Year	Robert Duran	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PDC – 3 Year	Marcus Boyd	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Education – 1 year (Chair)	Karen Gnuse	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Education – 2 year	Ann Scruggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Education – 3 year	Lily Khan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Membership Chair	Jennifer Ayers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Program Chair	Karen D'Angelo	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Program	Kathy Robertson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Newsletter Editor / Photographer	Denise Perez	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Web Site Administrator	Stephanie Burkhardt	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Social Chair	Linda Burkett	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Historian / Records	Greg Althoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Guests: Dorrien Himes (Guest of Jennifer Ayers) Other Members in Attendance: Cheryl Bennett, Tommy Matthews, Christie Glendinning			

CHAPTER 36 BOARD MEETING HELD ON MARCH 9, 2010

The meeting was called to order by President Greg Cook at 10:09 AM. The Meeting Agenda was previously distributed by Greg Cook via e-mail.

President – President Cook deferred comments to discussions on individual agenda items.

Vice President –

The Spring Golf Scramble will be April 8, 2010 at Tierra Verde Golf Course in Arlington, Texas. This year's event will feature a hole-in-one contest. The board voted unanimously to dedicate at least 50% of the proceeds to the Samantha Head Scholarship Fund with the balance to East Texas Hospice; motion to approve by Diane Burkhardt, second by Donna Harrison.

The location for the Spring Seminar will be at the *Celebrations Event Center* in Highland Village, Texas. Speakers are confirmed with one speaker slot still available.

A preliminary brochure for the Spring Seminar and Golf Tournament was distributed.

Treasurer – Charles Stearman reported that the January 2010 and February 2010 Treasurer's Reports will require additional corrections and that he will resubmit these by e-mail before the April meeting for board approval.

The current annual rate of return on invested funds for the chapter is well below 1%. Currently there is inadequate opportunity to achieve a higher return without incurring substantial risk.

Secretary – David Harry presented the minutes from the February 9, 2010 board meeting. Motion to approve was made by Greg Althoff; second by Diane Burkhardt. Motion passed unanimously.

Director – Diane Burkhardt had no report.

Director – Donna Harrison reported that the deadline for application for the Chapter 36 scholarship will be June 30, 2010. Details about the scholarship are posted on the chapter web site.

PDC – David McCarthy reported that six applications for candidacy for the R/W-URAC certification have been received in 2010. Otherwise applications for designations and certification programs are very slow this year. This is attributed to the rush for candidacy that occurred in 2009 due to the restructuring of requirements. No presentations are planned for the March 9, 2010 lunch meeting.

Education – Karen Gnuse reported that Course 215 on March 4-5 had 22 participants and that a drawing would be held at the March 9, 2010 chapter meeting for ½ tuition for Course 105. This course is required for the R/W-URAC certification. Course 105 is scheduled for Monday, March 22.

Membership

Jennifer Ayers reported that Chapter 36 has gained 18 new members so far in 2010. She proposed a \$50 gift card incentive for the 50th member to join this year, in honor of the chapter's 50 year anniversary. This matter will be discussed again at a future meeting.

76 Chapter members are still delinquent for the current year membership dues. International will drop these members soon. International has sent reminders to all affected members.

The board voted to declare May 2010 as “New Member Month” when the membership fee will be reduced by \$50 as follows: International has agreed to waive the \$25 processing fee, and Chapter 36 will forego \$25 from each application. Motion to approve was made by Jennifer Ayers; second by Charles Stearman. Motion passed unanimously.

Applications for three new members were approved unanimously by the Board. Motion to approve was made by Charles Stearman; second by Greg Althoff.

IRWA MEMBERSHIP – March 2010

NEW APPLICATIONS: March (3)

Robert Bilderback – HDR Engineering, Austin (lives in Shady Shores); referred by Elaine Verver

David Hand – Metroplex Appraisals, Denton

John Underwood – Contract Land Staff, Houston (lives in Kilgore)

MEMBERSHIP TRANSFERS:

None received

Program

Karen D'Angelo reported that Travis Kelly with *Dean International* (Public Policy Consultants) will present the program at the April meeting at Cacharel in Arlington. The tentative meeting schedule for the rest of 2010 was also discussed. There will be no monthly meetings in July or August.

Newsletter/Photographer – No report

Web Site – No report

Social – Linda Burkett requested input from the Board regarding a summer social event, possibly at the Fort Worth Stock Yards. No action was taken on this matter.

Historian – Greg Althoff provided an update on the 50th anniversary celebration plans. The planning committee is comprised of Greg Althoff, Kathy Robertson, Denise Perez, Christie Glendinning, and Carol Nugent. The tentative plan is for an evening celebration event at either the Dallas Marriott Las Colinas or the Westin Hotel. The target date is October 23, 2010, and the event will likely be “business formal” and feature memorabilia and IRWA dignitaries. No budget for the event has been established yet.

Bylaws/Policy Procedures – Greg Cook led a discussion about the draft version of the “Policies and Procedures Manual.” The focus was on the voting authority of various board and committee members. No action was taken.

Old Business

- The Samantha Head Scholarship Fund has not been established, but Heritage Trace Church of Christ is collecting donations until the fund is established. The \$5,000 donation from Chapter 36 has been made payable to the church, and the church will transfer the donation into the fund after it is established.

New Business

None

Adjourn

Meeting adjourned by President Greg Cook at 11:25 am.

Minutes recorded by David Harry, Secretary

CHAPTER 36 BOARD AGENDA

March 9, 2010

EXECUTIVE BOARD

President – Greg Cook

Vice President – Craig Brandt

- Update - 11th Annual Steve Baggett Memorial Golf Tournament: April 8, 2010
 - Charities benefited
 - East Texas Hospice
 - Samantha Head Scholarship Fund
 - Others?
 - Reading is Fundamental (Denise Perez)
- Update - Spring Seminar: April 9, 2010

Treasurer – Charles Stearman

- January 2010 Treasurer's Report
- February 2010 Treasurer's Report
- Investment Opportunities – CD's etc.

Secretary – David Harry

- February 2010 Meeting Minutes

Director 1 Year – Diane Burkhart

Director 2 Year – Donna Harrison

- Update on Chapter Scholarship

COMMITTEES

PDC – David McCarthy (Chair), Robert Duran (2 Year), Marcus Boyd (3 Year)

- PDC Report
- Presentations

Education – Karen Gnuse (Chair), Ann Scruggs (2 Year), Lily Khan (3 Year)

Membership – Jennifer Ayers (Chair)

- New Member approval
- Presentations
- May is “New Member Month”
- Tim Head’s 2010 dues to be donated to Samantha Head Scholarship Fund
- 50th Member Program
- Member Database
 - Dropped Members

Programs – Karen D’Angelo (Chair), Kathy Robertson

Newsletter/Photographer – Denise Perez (Chair)

- Due date – 15th of each month

Website – Stephanie Burkhardt (Chair)

Social – Linda Burkett (Chair)

- Update on Summer Social

Historian – Greg Althoff (Chair)

- Update on 50th Anniversary plans

Bylaws/Policy Procedures – Donnie Sherwood (Chair), Greg Althoff (Member), Bill Stoll (Member)

- Discussion

OLD BUSINESS:

- Samantha Head Scholarship Fund
 - \$5,000 donation

NEW BUSINESS: