CHAPTER BOARD MEETING MINUTES- October 16, 2024

At 12: 02 pm in the afternoon on October 16, 2024, the Microsoft Teams meeting was called to order by Wendi McAleese, President. Roll call was conducted, confirming a quorum. The following members were in attendance: Adam Rad, Andrea Olden, Ashley Horton, Barbara Strauss, Sarah Boggs, Desmond Kirkland, Huchani Dodd, Diamond Cooper, Jade Meador, Taylor Beth Rose Brooks, Stephanie Gonzalez, Pete Waldman, and Wendy McAleese.

Approval of Meeting Minutes: The minutes from the board meeting held on September 11, 2024, were distributed to the board via email. Pete Waldman moved to approve the minutes as revised, with Adam Raad seconding the motion. The motion was unanimously approved, and the minutes will be posted on the Chapter 26 website.

Treasurer Report: Andrea Olden provided an overview of the Chapter's financial status, including the current balance of $38,781.14 and recent payments made for the axe-throwing Christmas party venue and Business Masters bill. Andrea also updated the board on the ACH payment setup for IRW headquarters, with a test deposit completed for verification. Adam Raad moved to approve the financial reports, and Pete Waldman seconded the motion. The motion was passed with unanimous approval.

Chapter Business:

2029 International Conference Bid Discussion:
Diamond Cooper and Jade Meador led a discussion on the process for submitting a bid to host the 2029 International Conference. Key points included:

- Hosting responsibilities would be shared between the chapter and headquarters.
- Budget management, with headquarters covering the main conference budget and chapters being responsible for optional costs.
- A recommended committee size of approximately seven active members, with subcommittees as needed.

Questions Raised:

- Budget Management: HQ will manage the main conference budget, while the chapter can offset optional costs with local sponsorships.
- Committee Size: A committee of around seven members is suggested, with subcommittees formed as necessary.
- Chapter Size Concerns: With the chapter's smaller size, HQ support and potential collaboration with other regions and chapters were discussed as ways to offer assistance.

Q&A and Discussion:

- Regional Support: Region 6 expressed support for Chapter 26's potential bid.
- Location Considerations: The decision to choose between Tampa and Orlando was discussed, with each offering different logistical and cost benefits.

Bid Process and Timeline:

- Submission Deadline: November 1 (11:59 PM PST)
- HQ Review: Initial review for completeness in early December.
- Site Visits and Venue Cost Evaluation: HQ will conduct site visits to ensure venue suitability and affordability.
- Final Approval: Expected by April, contingent on aligning costs with member expectations.

Application Process and Timeline:

- Discussion took place on the feasibility of completing the bid application within two weeks.
- The application requires the selection of a specific city and gathering details on transportation, facilities, and other logistics.

Vote on Moving Forward:

- A motion was raised to proceed with the 2029 bid, but concerns were expressed about time constraints and the commitment of board members.
- After further discussion, Pete Waldman made a motion not to apply for the 2029 cycle, but to instead begin preparations for a potential 2030 bid, Adam Raad second the motion. All members voted in favor of postponing the 2029 bid and focusing on the 2030 bid preparation.

2025 Annual Conference Sponsorships

- The chapter will sponsor specific members for the 2025 Annual Conference (President and directors).
- Decision on additional members, if any, was tabled until the next meeting due to time constraints.

DR Incentive Program

- Sarah will distribute membership renewal reminders.
- Discussion on using a chapter email to improve communication consistency and brand visibility.

Nominations and Elections Committee

- Volunteers were requested to assist in the nominations and elections process for the upcoming year.
- Initial committee members include Kerry Travilla, Andrea, and possibly Florence for awards review.

Social and Events Committee

- Scheduled October social at Bahama Breeze in Kissimmee on October 26.
- December social planning confirmed, with the budget approved in a previous meeting. Further discussion on food options will take place at the next meeting.

Membership Committee

- Membership currently stands at 217.
- Members encouraged to engage on LinkedIn to improve the chapter's online visibility.

Education Committee

- Florence provided class updates, including ongoing and upcoming 2025 courses.
- Pete Waldman motioned to approve Florence's attendance at the IRWA Relocation Instructors Retreat in November, using the budget previously allocated for the Fall Forum. Adam Raad seconded the motion. The motion passed unanimously, with all members voting in favor of sending Florence to the retreat.

Website and Communications Update

- Continued progress on website maintenance.
- Kevin and Mark were mentioned as contacts for assistance with website and email configurations.

Young Professionals

- No updates, as representatives were unavailable.

Scholarship Information from Fall Forum:

Clyde Johnson provided valuable information regarding scholarship opportunities that are currently underutilized.

- There are scholarships available at various levels, including professional, university, and high school levels through organizations like IRWA and RWIEF.
- It was noted that there is currently a large sum of unused funds, estimated to be in the six-figure range.
- The chapter is encouraged to share these opportunities to ensure funds are utilized effectively.

9. Instructor Recruitment for Region 6:

It was shared that there are currently only 11 instructors across the entire Region 6, which is surprisingly low.

- The chapter is encouraged to consider recruiting more qualified individuals to become instructors.
- A list of current instructors was made available to those interested.
- It was agreed to discuss further recruitment efforts at the next meeting.

Adjournment:

With no further business, Pete Waldman moved to adjourn the meeting. Adam Raad seconded the motion, which was approved. The meeting was adjourned at 1:35 PM.

Minutes drafted by:

Stephanie Gonzalez

Stephanie Gonzalez
IRWA Chapter 26 Secretary

Approved by:

Wendi McAleese
IRWA Chapter 26 Presi



Wendi McAleese

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