CHAPTER BOARD MEETING MINUTES- March 5, 2025

At 12:02 PM, the meeting was called to order on March 5, 2025. Roll call was held, and a quorum was established. The following members were in attendance: Andrea Olden, Kerry Travilla, Wendi McAleese, Sarah Boggs, Pete Waldman, Barbara Strouse, Ashley Horton, Emily Bower, Victoria Bucher, Richard Rice, Katherine Lopez, Adam Raad, AJ Orrick, Jonathan Kasper, Susann Price, Florence Green.

Approval of Meeting Minutes: The minutes from the previous meeting were tabled until the April meeting.

Treasurer Report:

- Current Balance: $45,844.73
- Tuition Payments Received in February: $8,524
- Job Fair Sponsorships Deposited: $400
- Expenses: $846.76 (FSU Job Fair, Website updates, Constant Contact)
- Motion to approve report: Adam Raad motioned, Pete Waldman seconded. Motion was unanimously approved.

- **Chapter Business:**
- 2025 Chapter 26 Symposium – September 3-5
    - Venue: Drury Hotel
    - Favorable rates only available for September 3-5.
    - No major conflicts anticipated with the IGC meeting in Ottawa.
    - Motion to move conference dates: Barbara Strouse motioned, Adam Raad seconded. Motion passed unanimously.
    - Legal review conducted by Pete Waldman identified concerns regarding a 40-night room block commitment.
    - Barbara Strouse will negotiate distributing the 40-night requirement over multiple days.
    - Estimated budget: $15,467 (including venue rental, AV services, lunch, drinks, snacks, and a cash bar for happy hour).
    - Motion to continue negotiations/sign contract: Wendi McAleese motioned, Barbara Strouse seconded. Motion was approved.
    - Additional Social Events: Two happy hour events to be hosted before August, with a budget of $500 each. Locations suggested: Bahama Breeze Tampa and Bahama Breeze Orlando.
    - Motion to approve events: Victoria Bucher motioned, unanimously approved.
- 2025 Annual Conference – June 1-4, Virginia Beach, VA
    - Registration deadline: March 21, 2025.
    - Budget approval for 5 sponsored members: Estimated budget: $12,580.
    - Motion to approve: Victoria Bucher motioned, Pete Waldman seconded. Motion was unanimously approved.

Nominations and Elections Committee:

- Nominations open, forms sent, and available on the website.
- Pete Waldman reviewed election schedule.
- No nominations received to date; members encouraged to seek nominees.
- Voting scheduled for April 9, ballots to be released the same day.

Membership Committee:

- Goal: Achieve 90% membership renewal.
- Issue: Many expired members from Orange County government.
- Outreach efforts:
    - Victoria Bucher to contact Orange County (Lucy Mino).
    - Florence Green suggested offering speaking roles at the symposium as an incentive.
- Increased LinkedIn and Facebook engagement.

Professional Development Committee:

- Reminder: Chapter agreed to use CHiP incentives for three memberships.
- Issue: Some CHiP incentives expired before use.

Website/Communications Committee:

- Website updated; next meeting date confirmed for April 9.

Young Professionals Committee:

- No new updates.
- YP Committee will collaborate with the Social Committee on the Orlando event and happy hours.

Education Committee:

- Recent class: Elevating Ethical Awareness.
- Upcoming class: In-person Course 100.
- Instructor expenses: Chapter to cover instructor travel costs.
- Appraisal Classes:
    - Greg Johnson (not CLIMB-certified) taught previous courses.
    - Florence Green working with Mike Brady (former IRWA President & Appraiser).
    - Mike Brady to attend instructor workshop in Seattle to qualify for teaching in Florida.
- Wendi McAleese thanked Florence Green for her dedication to IRWA education efforts.

Adjournment: After no further business, the meeting was adjourned.

Minutes drafted by:

Stephanie Gonzalez

Stephanie Gonzalez
IRWA Chapter 26 Secretary

Approved by:

Wendi McAleese

Wendi McAleese
IRWA Chapter 26 President