



**Meeting Minutes  
IRWA Region 3 Fall Forum  
Friday, October 12, 2007  
Riverside, IA**

Meeting called to order at 8:30 a.m., by Craig Poorker, SR/WA, Region 3 Chair  
Welcome remarks from Bernie Banker, Chapter 41.

**Introductions** were given by attending members, roll call was taken and all chapters were represented with Chapter Officers except Chapter 5.

**Region Secretary/Treasurer Report – Randy De George, SR/WA**

The Treasurers report showed a balance of \$3,202.57 in the Region account, and a motion to approve was submitted by Nancy Halvorson and seconded by Bernie Banker, with the motion being approved. Minutes from the Region Caucus held in Sacramento at the Education Seminar were read and a motion to accept the minutes as written was submitted by Bruce Reed and seconded by Chris Pawloski, motion was approved.

**Chapter Reports were given except for Chapter 5**

See Chapter Reports on line at <http://www.irwaregion3.org>

**Region 3 Vice -Chair report on Education by Rita Rasmussen, SR/WA**

Rita asked all chapters for their upcoming schedule of classes for 2008, 2009, and 2010 tentatively by November 1<sup>st</sup>, 2007. Chapters 20 and 78 have already given theirs. Rita asked that all Chapter Education Chairs look at the surveys that were sent to members and the Chapters Book of Courses that was to have been sent to each Chapter. No one had received this except Rita.

Rita also talked about the following:

CTA (Course Tentative Agreement) - Submit to get your course posted online as TENTATIVE  
CSMA (Course Sponsorship & Marketing Agreement) - Submit once you have confirmed your course.

ACE (Achieving Coordinator Excellence) where if you get 25-29 students to class you receive \$25.00 and with 30 or more \$50.00 issued monthly.

CHIP – Chapter Incentive Program where Chapter has 25-29 students and receives \$100.00 and for 30 or more \$200.00 annually in July. More information can be viewed on this topic at the International web site at: [www.irwaonline.org](http://www.irwaonline.org) and as well as the Region 3 web site at: [www.irwaregion3.org](http://www.irwaregion3.org).

**International Executive Committee and Region Chair Report by Craig Poorker, SR/WA**

This was held in Seattle, WA in September.

**President's Report:** Jim Struble talked about the EVP Search/Transition where they had interviewed two people for this position and one withdrew, and so Headquarters will continue to search candidates, on certain websites. 20 applicants have applied.

**Designation and Certification Task force:** This is to review our certification and designation process and to make recommendations by April of 2008.

**IRWA 75<sup>th</sup> Anniversary of IRWA:** Indianapolis Education Seminar is the site. A task force has been setup to plan for this celebration.

**Executive Vice President's report:** Executive Vice President Stork gave an update of Headquarters Operations. Dennis has agreed to stay on until a successor has been found for his duties.

**Education Foundation Issues:** When renewing your dues, the check-off for RWIEF will now be \$15.00. Everyone is encouraged to donate.

**International Communications and Marketing Committee:** Expand IRWA online merchandising of logo items. Clothing items, coffee cups, watches; and hope to have them online by mid-October. A major announcement will be coming.

**Membership Development:** Each Chapter to check and see if there are any pending members at headquarters for their individual Chapters, and if so to process them as soon as possible.

**Public Real Estate Education Seminar:** Look for ads in the next issue of the right of way magazine and promote within the Chapters for these great education opportunities.

**Plans for 2008 meeting in Austin, TX and recommended Changes:** Region Caucuses will be expanded by 15 minutes.  
Randy Williams reported that a large number of Appraisal Institute members will attend the conference.  
Waiting for word on when we can start making hotel reservations. This is a brand new Hilton and all events will be held at the hotel. It's a high quality place with wireless access and members are urged to reserve early due to AI also attending.

**Chapter/Region Financial Issues:** Convince the outgoing Treasurer of the Chapter to complete their report for headquarters as the last thing they should need to do in that position. Make sure the Chapter leaders complete it. Mid to late December sometime, there will be online training for Treasurers.

**Roundtable Discussions of Issues Involving Chapters and Regions:** Need to add to Region Websites the region bylaws, minutes SOON after forums, update education schedules, call remaining region reps.

Randy Williams, Austin, TX and Region 2, has expressed interest in running for the IEC. Juan Zaragosa has elected not to run again for the IEC due to health issues. This creates two openings for next year's election.

**A task force to review/develop chapter leadership responsibilities/guidelines has been formed:** Chris Pawloski has agreed to serve on this committee from Region 3.

**International Committee Reports (view reports on line [www.irwaregion3.org](http://www.irwaregion3.org))**

**Asset Management** – Report given by Jack Holt, SR/WA and Committee Chair Cynthia Gan

The IAMC met in Sacramento and have had 2 conference calls since then about upcoming sessions. Tom Fox is preparing some presentations for the committee.

**Environment** – No Report

**LPA** – Report given by Ashleigh Robison, SR/WA.

The ILPAC met in is planning its sessions for the Austin Conference with a walking tour of a green trail along with sponsoring more sessions. Ashleigh recently worked the IRWA booth at the APWA Conference with a lot of interest in what IRWA has to offer. On October 17<sup>th</sup> a blog will be run from International on the website for discussions and questions live.

**Nominations and Elections** – Nancy Halvorson, SR/WA

Discussions were had about the motion that was tabled from the Sacramento Conference about how and what the INEC would be responsible for. Nancy also asked that the Professionals of the Year from each Chapter submit their paperwork by mid- December as the next forum will be in February this upcoming year. She also pointed out that Region 3 has a lot of members that should be running for offices and asked that Region 3 take on this challenge. SARPA Scholarship Award: went unclaimed last year and urged anyone who has a student to apply as long as it relates to something in the right of way realm. Applications are due by February 4<sup>th</sup>, 2008.

Nancy then asked that a letter of appreciation be sent with the Region's thanks for Juan's support.

**Pipeline:** – Report available at [www.irwaregion3.org](http://www.irwaregion3.org).

**Relocation:** – Report available at [www.irwaregion3.org](http://www.irwaregion3.org).

**Professional Development** – No report given.

**Survey:** – Report available at [www.irwaregion3.org](http://www.irwaregion3.org).

**Transportation:** – Don Corrigan, SR/WA

The committee is proposing 13 sessions at the Austin Education Seminar. Chris Pawloski is now a member at large for the committee. The committee is also looking at getting more information out to members on what the committee is doing by use of the Web site, newsletters to Presidents of the Chapters and so forth.

**Utilities:** – Report given by Randy De George, SR/WA

Committee had just met in Chicago the week before the forum so no official minutes were available. The committee discussed the upcoming conference in Austin and who would be responsible for the 6 sessions that they will try to present. More information will be available and on the Region web site once the official minutes are received.

**Valuation:** – Report given by Bernie Banker, SR/WA

The committee discussed what sessions they want to present with one being called Texas Day since the conference is being held in Austin. Bernie to host a session called looking at Wind Farm Valuations.

**Education Foundation:** – Report given by Bruce Reed, SR/WA

Brochures are available that describe what the RWIEF is all about and its mission to help fund the course revisions and so forth. They are looking at getting everyone to donate with their renewals for membership. This would add about \$32,000 to the coffers if everyone did. This will be the 30<sup>th</sup> anniversary of the RWIEF coming up and a special celebration is being planned for the Seminar. Funds of \$3,000 are available to Chapters who need this for course assistance. It was asked if we could get the brochure as a pdf format so that it can be sent out to all Chapter members. Bruce brought up the legacy donation where members can donate to the foundation once they are no longer alive.

Chapter 20 since putting on their Seminar recently in August “Right of Way Acquisition in an Environment of Power Demand Growth and Legislative Mandates,” and made enough in funds to donate \$4,500 to the RWIEF and \$500.00 to the CRWIEF; Craig said they were overjoyed with the turnout they had.

Chapter 78 also donated an extra \$500.00 for RWIEF and was thanked by Bruce.

**Region Chair Talking Points** - by Craig Poorker, SR/WA

See region website for all of the talking points. Some quick overview was that course coordinators get two years of certification, and there are 300 coordinators on the list and available at International.

Coordinators get a free course by taking this certification course. More course rewrites are due in 2008. Courses are to be revamped every five years, which means a total of 20 percent of the courses each year. There are six courses that are available online to take starting in 2008.

**Spring Forum update** – by Mike Murray, SR/WA Chapter 72 President.

The next forum will be held at Cadillac Jack’s Gaming Resort on Friday February 29<sup>th</sup>, 2008. On Thursday evening Chapter 72 will be hosting a reception and celebration of the 30<sup>th</sup> Anniversary of the Chapter. See Region web site for flyer and other information for this great event that the Dakota’s Chapter has in store for us. ([www.irwaregion3.org](http://www.irwaregion3.org))

Jack Holt then presented Craig Poorker with his Region Chair Pin.

**Open Forum Roundtable:**

Nancy Halvorson asked about the certification review group task force as this has come up with regards to the value of certifications.

Another question was asked what it takes other Chapters to get continuing education credit certification from their respective states. Minnesota has a 23-bullet point system and Greg Cooley asked what others have to deal with. It cost \$10.00 for every credit hour that their classes are valued at along with the rest of the paperwork that’s involved. Iowa has a fee of \$50.00 for each class, Nebraska get a two-year life span on appraisal classes and Missouri is locked down to certain groups that they can apply to.

**Door Prizes:**

Two drawings of \$50.00 each for IRWA Class credit with one going to Chris Pawloski and the other to Jack Holt who wants to donate his to the Chapter 72 Silent and Live Auction they will be

having as part of the 30<sup>th</sup> Anniversary Celebration. Bruce Reed won a Midwest right of Way Coffee Mug and Bernie Banker won some salmon.

**Meeting Adjourned**

Minutes submitted by Randy De George, SR/WA  
Region 3 Secretary/Treasurer