



Meeting Minutes
IRWA Region 3 Spring Forum
Friday, March 4, 2011
Holiday Inn Express
Deadwood, ND

Meeting called to order at 9:03 a.m., by Rita Rasmussen, SR/WA, R/W-NAC, Region 3 Chair.

Welcome Remarks were given by Ron Golden, Chapter 72 President

Roll Call was taken and all chapters were represented with their Directors. Chapter 5 had an Alternate Director in Place of the Chapter President, thus only having 2 votes.

Introduction of Special Guests was given by Rita Rasmussen, SR/WA, R/W-NAC
Mary Anne Marr, SR/WA, Region 5– Candidate for IEC Secretary
Daniel Stekol, IRWA Business Development Officer

Region Secretary/Treasurer Report: By Mike Murray, SR/WA, R/W-NAC

The minutes from the 2010 Region 3 Fall Forum in St. Louis, MO were brought forward for approval with a motion to approve by Jason Alt, and a second by Penny Rolf, with the motion carrying. The updated treasurer's report was brought forward for approval with a motion to approve by Don Corrigan, SR/WA, R/W-RAC and a second by Jake Farrell, with the motion carrying.

It was reported that the 2010 tax reporting was very close to being complete.

Rita reported that HQ now wants two signatures or written authorization from the Chair or President on all checks issued. This is to start immediately by the Regions and Chapters.

State of the Association (Talking Points): Rita Rasmussen, SR/WA, R/W-NAC

July – December 2010 Key measures are as follows: Total Income and Net Income were below budget. Membership income and number of members (agencies, senior and regular) was down slightly from budget. Total Number of Dues Paying Members was at 100% of budget. Course Income for Classroom Courses, Number of

Class Participants and Average Class Size were all down from the budget. Course Income for Online Participants was at 101% of budget. Credentialing Income was at 212% of budget.

Proposed 2011 – 2012 Association Budget: Rita Rasmussen, SR/WA, R/W-NAC

Rita reviewed the 2011 – 2012 proposed budgets that will be presented at the board of directors meeting in June. Rita also presented a very comprehensive Budget Summary Narrative for the income and expenses of IRWA for the upcoming fiscal year.

Introduction of IEC Secretary Candidates:

Rita introduced Mary Anne Marr, SR/WA as a candidate for IEC Secretary. Mary gave kudos to Region 3 and Chapter 72 for the social and auction. Mary stated that she is visiting all the Regions and will be posting her experiences on her blog. Presented her R/W experience and background. Works as an appraiser and does some relocation. Currently serves as Region 3 Chair.

Rita introduced a video message from Wayne Goss, SR/WA, R/W-NAC as a candidate for IEC Secretary. Wayne is a member of Chapter 75, Region 2 where he has served two terms as Chapter President and a term as Region Chair. Wayne has been an IRWA member since 1990 and is also an IRWA Facilitator.

IRWA Leadership Institute Session: Rita Rasmussen, SR/WA, R/W-NAC

Rita facilitated a 1 hour video by Randy Pennington was presented along with participants work sheets. The session was on how to recruit, retain and train new members. Participants were broke up into groups and lots of good ideas were generated through discussion. Main reason most new members joined IRWA is because they were asked. Lack of employer support seemed to be the biggest barrier to recruiting new members. Reward and recognition was the popular answer for being member focused.

Region Vice-Chair Report: Randy DeGeorge, SR/WA, R/W-NAC

Randy reviewed Education Best Practices and mentioned that the webinars have had good attendance. Randy refreshed everyone on the Professional Career Paths and the education competition. We need a full three year schedule of classes from the Chapters no later than June 1st. The Regions no longer have approval authority for classes as International is now assuming those responsibilities. There are now 18 online classes offered. Course interest surveys are very important in Region education planning. Course Coordinator Certification has been updated. The new E-Roster proposed by International has been tabled. Next Webinar is scheduled for March 29. Courses are being cancelled due to people not being able to travel. CSMA's should be completed 3 months in advance of course date.

Chapter Marketing: Daniel Stekol, IRWA Business Development Officer

Chapters have more influence and touch members more than HQ. The median retention rate for all organizations is 80%. IRWA set a goal of 90% and ended the year at 88%. Region 3 was 1 of 4 regions with a decline in membership. HQ is looking to change the chapter reporting form to make it more of a tool. It will need to be completed at least twice a year, but preferably quarterly. Chapter leaders need to use the IRWA Chapter Toolkit.

Daniel presented a little IRWA trivia with the winners being Nancy Halvorson, Mike Murray and Matha Scott with Matha winning the grand prize of a full annual conference registration.

Committee Trends and Issues: International Committee Representatives

- **Asset Management:** Jack Holt, SR/WA
No minutes from the Los Angeles meeting were ready. Talking about adding classes. Aging workforce taking effect on committees. Region 3 should start looking for an Asset Management Region Rep for after the Seattle Conference. Asset Management Committee volunteered for the 2011 Fall Forum committee presentation.
- **Environment:** Craig Poorker, SR/WA, R/W-NAC
The committee is coming up with a green energy course. Currently reviewing course 606 which replaced course 602. Committee will have multiple discussions at the annual conference.
- **Local Public Agency:** Paul Blee, SR/WA, R/W-NAC
No Report
- **Nominations and Elections:** Nancy Halvorson, SR/WA, R/W-RAC
INEC awards applications are being revamped. Looking to have awards for websites starting in 2012. Committee will be having a meeting in Tulsa, OK on March 26 to determine awards. Region 3 nominations are down. Every Chapter should have at least 1 worthy member for the Balfour award. INEC will be promoted more. Nancy will be the next Chair of the Committee.
- **PDC:** Cynthia Gan, SR/WA
No Report
- **Pipeline:** Nancy Greer, SR/WA, R/W-NAC, R/W-AMC, R/W-EC
March meeting in Florida. Topics have been set for the annual conference. Discussing possible oil and gas production classes. Everyone is invited to attend the Pipeline Committee meetings. Next meeting is in San Antonio on April 21st.
- **Relocation:** Bob Merryman, R/W-RAC
No Report
- **Transportation:** Chris Pawloski, SR/WA, R/W-RAC
No Report

- **Survey:** Chad Johnson, SR/WA
No Report
- **Utilities:** Missy Wurtz, SR/WA
The committee met in California in February. There is no need for a special utility certification. Multiple sessions will be held at the annual conference. Next meeting will be at the annual conference.
- **Valuation:** Joel Walker, SR/WA
No Report

Chapter Reports:

See Chapter Reports on line at www.irwaregion3.org for full detail.

Chapter 5: Missy Wurtz, SR/WA for Paul Blee, SR/WA, R/W-NAC, reported that Chapter 5 during their February meeting developed an education scholarship in honor of Missy's dad, Richard, starting in 2012.

Chapter 20: Jason Alt, Chapter President, reported that they currently have 176 members. Jeff Jones will be coming to a chapter meeting for a presentation on Career Paths. Goals for the year are to increase membership, education, participation, retention and growth. \$100 gift certificates for meeting attendance and participation. Having positive results using PayPal. In need of good speakers.

Chapter 37: Lou Ann Dollar, SR/WA, Chapter President, reported that they have new businesses joining up new members. Need new volunteers. E-Invite is working well for meetings. Trying to maintain membership. Inviting speakers and businesses to attend meetings.

Chapter 41: Don Corrigan, SR/WA, R/W-RAC, Chapter President, reported that they plan to have a Best Practices Seminar. Offered \$50 rebate for members to take online classes in January and February. Offered \$200 to cover expenses to Young Professionals Conference. 2013 will be the chapter's 50th anniversary. Currently looking for a chapter historian. Goals are to increase meeting participation and member recruitment. Supporting Toys for Tots. Video conferencing works fairly well.

Chapter 72: Ron Golden, Chapter President, reported that the chapter lost 11 members but gained 11 new members. 2011 courses are the SR/WA Study Session, Relocation, and U.S. Land Title. Chapter is working on a budget. Will be

starting web conference meetings. Goal to increase membership by 5%. Brought in over \$5,000 in auction proceeds from previous nights event.

Chapter 78: Jake Farrell, Chapter President, reported that the chapter is looking into a scholarship under the IRWA name. Education has not been good lately. Chapter goals are to update the website, start using Facebook, set up a budget, and membership retention. Chapter is targeting newer company's for chapter meetings to get them more involved. Currently at 99 members.

Region 3 Professional of the Year: Nancy Halvorson, SR/WA, R/W-RAC

Nancy named off the candidates for Region 3 Professional of the Year:

Matt Armfield, R/W-NAC, Chapter 5

Debbie Tyler, R/W-NAC, Chapter 20

Matha Scott, SR/WA, R/W-AMC, R/W-NAC, Chapter 37

Joe Anderson, SR/WA, R/W-AC, Chapter 41

Kenn Haugen, SR/WA, Chapter 72

Brent Lundgren, Chapter 78

In a close competition, the winner is Matt Armfield. Matt was unable to attend the meeting and the award was accepted on Matt's behalf by Missy Wurtz.

Election of Region Officers: Rita Rasmussen, SR/WA, R/W-NAC and Nancy Halvorson, SR/WA, R/W-RAC

Candidates for the upcoming two year term were presented and set as follows:

Region Chair – Randy DeGeorge, SR/WA, R/W-NAC with no other nominations from the floor. Congratulations to Randy!

Region Vice Chair – Mike Murray, SR/WA, R/W-NAC with no other nominations from the floor. Congratulations Mike

Region Secretary/Treasurer - 3 candidates for this position are Joe Anderson, SR/WA, R/W-AC Lou Ann Dollar, SR/WA, and Chris Pawloski, SR/WA, R/W-RAC. After each candidate gave their statement of qualifications, a vote was taken from the chapter voting directors. Congratulations to Lou Ann Dollar for being voted in as the 2011 – 2013 Region 3 Secretary Treasurer.

A motion was made by Matha Scott, SR/WA, R/W-AMC, R/W-NAC and seconded by Joel Walker, SR/WA to approve the Region 3 slate of officers.

Education Foundation: Craig Poorker, SR/WA, R/W-NAC

Craig thanked Chapter 72 for the auction and everything else put on the previous night. RWIEF is all about education. They support course development, leadership institute, online course development, and more. When you are renewing your dues,

please try not to uncheck the membership dues check off. Upcoming events at the annual conference will be the golf tournament, Monday night auction, 50/50 raffle. Chapter 37 presented RWIEF with a \$300 contribution. Chapter 72 is giving RWIEF a check for \$300 for the golf hole and \$100 in memory of Charter Member John McIntyre. Region 3 made a motion to approve a donation of \$300 for the golf hole or any other amount that may be determined at a later date. Motion by Jake Farrell and a second by John Boheman, SR/WA, R/W-NAC. Craig stated that Region 3 is well recognized for its contributions.

Annual Conference – Atlanta, GA: Rita Rasmussen, SR/WA, R/W-NAC

Dates: June 12 – 15, 2011

Director packets will be emailed. Reviewed the proposed resolution to put the Regions on a rotation for the hosting of annual conferences. IGC feels this is a good resolution and Region 3 supports it.

Application was submitted to place Omaha, NE on the ballot for the 2016 annual conference host city. Need to work around competing dates of Olympic Swim Trials and College World Series.

Region Caucus will be June 12th late in the afternoon.

Encouraging Chapter participation for the auction.

Other Business:

None

Upcoming Meetings: Rita Rasmussen, SR/WA, R/W-NAC

- 2011 Region 3 Fall Forum: Jason Alt
 - October 13 - 14, 2011 in Bloomington, MN
 - Flyer handed out
- Annual International Education Conference
 - June 12-15, 2011 in Atlanta, GA

Adjourn:

Motion to adjourn by John Boheman, SR/WA, R/W-NAC and a second by Jason Alt with the motion carrying.

Minutes submitted by Mike Murray, SR/WA, R/W-NAC
Region 3 Secretary/Treasurer