

# International Right of Way Association

## “Spirit of the Heartland” - Iowa Chapter 41

### *Secretary's Report*

#### **Minutes of Business Meeting – December 14, 2002**

#### **Stoney Creek Inn– Johnston, Iowa**

President Bernie Banker called the meeting to order at 2:34 p.m. Fourteen members were in attendance.

Secretary's Report: Bernie Banker distributed the minutes from the September business meeting in Secretary Joe Anderson's absence. A motion to approve the minutes was made by Bob Dahlgren and seconded by Rita Rasmussen. Motion approved.

Treasurer's Report: Shelly Whiteing distributed The Treasurer's report in Treasurer Steve Chapman's absence. The report indicated a current balance of \$24,028.41. A motion to approve the report was made by Nancy Halvorson and seconded by Rita Rasmussen. Motion approved.

### Committee Reports

Professional Development: Chair Bob Dahlgren reported that Tim Greenwood and Bernie Banker have received their certification in Relocation Assistance. Steve Chapman's certification in Relocation Assistance is in progress.

Education: Jana Jones reported that the request for input from the membership for educational offerings was sent out in the November newsletter. Seven comments were received. Tentative 2003 course offerings and target dates are:

? SR/WA Review Course or later	February
? 803-Eminent Domain Law Basics	March
? 901-Engineering Plan Development & Application	May
? 902-Property Descriptions	May
? 802-Legal Aspects of Easements	July
? Communications/Negotiations Course (200 series)	September

The consensus of those in attendance was that we might not be able to brochure the review course in time to present it in February so the date will be firmed up later.

### **Old Business**

Chapter Course Presentations: Brenda Martin reported that Relocation Courses 504 and 505 were well attended with 24 and 18 participants, respectively. Rita Rasmussen reported that 20 people attended Course 800, Principles of Real Estate Law.

Kansas City Auction Update: Nancy reported that she attended a conference-planning meeting in Kansas City on December 13<sup>th</sup>. After the first of the year Nancy, Rita and Bob will need to send letters to all IRWA chapters requesting donations for the auction. Letters will be sent to Chapter presidents and one other member of the chapter to ensure that the chapters take action.

Donated items will be shipped to Bruce Reed and then the Friday prior to the conference we will need to move the auction items to the convention center.

She reported that Fred Cirksena has the auction software operating and ready to go.

A discussion was held on the daily personnel needs and the minimum hours each person should work in order to receive a shirt and monetary assistance for the conference. It was agreed that assistance would be consistent even if the member could only attend a portion of the conference.

It was also agreed that the executive board would meet to work out these specifics in the near future.

Shirts: The chapter previously voted to provide a shirt to those who will be working at the auction. Shelly Whiteing provided cost information and samples of different styles of shirts. It was agreed to purchase the Cross Creek sports shirts in the color of teal at a cost of \$ 22-24, depending on size. After more discussion it was agreed that each shirt would be stitched with "Spirit of the Heartland, Iowa Chapter 41". We will also add a nametag, ribbon or some other form of temporary identification that we are sponsoring the auction. Non-chapter members who plan to assist us in working the auction will also be furnished with a shirt.

Recognition Gifts: Nancy reported that, after consulting with Bernie Banker, she ordered 48 IRWA portfolios from International at \$5 each. A portfolio was passed around for everyone to see what they are. After discussion, it was agreed to include five portfolios in the drawing at the Christmas banquet later in the evening and to offer them to the membership at \$10 each.

Certification and Professional of the Year Plaques: Nancy has obtained plaques for those who have received certification in the various right of way disciplines. Bob Dahlgren, Chair of the Professional Development Committee, presented Don Corrigan his plaque. The others will be presented at the banquet.

The Professional of the Year plaques for Nancy Halvorson (2001) and Rita Rasmussen (2002) will be ordered in the near future.

Budget: Shelly presented a proposed budget prepared by Treasurer Steve Chapman. The section concerning classes was discussed at length. Many people thought that we had netted far more than \$2,130 amount shown in the budget for the four courses that were held during 2002. All agreed that it is difficult to reconcile these numbers without further explanation from Steve.

Bernie Banker expressed a concern that Steve is apparently not itemizing deposits so that we know the sources of our income.

Shelly Whiteing and Rita Rasmussen, previous chapter treasurers stated that they did itemize deposits when they held the position. Bernie will visit with Steve to try to reconstruct a deposit ledger and ask Steve to provide further information at our March meeting.

### **New Business**

Auction Item: Jim Diemer has contacted Krauss Furniture and Clock factory in South Amana to gather information on clocks. He provided pictures, descriptions and prices of various styles of clocks. He stated that it takes up to four months to receive a clock after ordering it.

Several other ideas were discussed including another jewelry box or furniture from the Amanas, ordering a handmade quilt or other items we have previously donated. Most people felt we've had good acceptance of the Amana items and with the conference being held here in the Midwest that we should do this again and splurge on something nice to "go out with a bang" with our auction sponsorship.

The following motion was made by Nancy Halvorson, seconded by Jana Jones and approved:

"To authorize Jim Diemer to spend up to \$500 in chapter funds to purchase an Amana clock for donation of Iowa Chapter 41 to the 2003 auction in Kansas City."

IRWA Board Briefs: Kerry Stackpole, Interim Executive Vice President, in an effort to keep us informed on the activities and events of the association, is distributing e-mail twice a month entitled "IRWA Board Briefs". Bernie Banker distributed copies of the first two reports to everyone.

Drawing: Shelly Whiteing was the winner of the drawing for the \$50 door prize. The names of members attending today's meeting will be included in the drawing

for the \$1,000 grand prizes and the “free membership” Second Prize at the 2003 banquet.

A motion to adjourn the meeting was made by Jana Jones, seconded by Patti Simons and approved at 4:21 p.m.

Respectfully submitted,

Bernie Banker, President

Filling in for Joe Anderson, Secretary