



MEETING MINUTES
September 12, 2019

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Irwa53.org

Tim Solinski, Vice President
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CHAPTER 53 MEETING – September 12, 2019 3:30 PM

Location: Bosque Brewing North - Bernalillo, NM

CALL TO ORDER: President Amy Griffin called the meeting to order at 3:45 PM.

PRESENT/INTRODUCTIONS: President: Amy Griffin, Vice President: Tim Solinski, Secretary: Meghan Bayer, Houston Ice, Monica Rodriguez, Melissa Henry, Ernie Franzoy, Susannah Clary, Chris Basista, Deanna Miglio.

APPROVAL OF AGENDA: Meghan Bayer moved to approve the September 12, 2019 Agenda. The motion was seconded by Tim Solinski. Unanimous in favor.

APPROVAL OF MEETING MINUTES: Ernie Franzoy moved to approve the July 12, 2019 Meeting Minutes. The motion was seconded by Meghan Bayer. Unanimous in favor.

COMMITTEE REPORTS:

- Treasurer – Mark Newman absent. Amy Griffin gave approximate current balance of \$15,000.00 with 2 checks from class 400 & 503 to be deposited.
- Membership – Marissa Trujillo absent. The deadline for the \$300.00 incentive from HQ for membership drive was missed. Chapter voted to pay for Linda Anaya's membership, but haven't had a response.
- Education – Meghan Bayer – Art Sanchez coordinated Course 400 in El Paso. Tim Solinski raised the possibility of Ron Alfred teaching or co-teaching Course 421. Amy Griffin will work on getting Course 421 CE credits approved by the appraisal board.

UPCOMING COURSES

Course	Date	Coordinator	Instructor
Course 421 – Valuation of Partial Acquisitions in Albuquerque	1/21-24/2020	Amy Griffin	Dalton Vann
Course 604 – Environmental Due Diligence and Liability in Albuquerque	Spring 2020, date TBD	Meghan Bayer	TBD

- Professional Development – Deanna Miglio – Open discussion. Tim Solinski, Deanna Miglio and Ernie Franzoy will discuss the possibility of having an exam prep course in NM at the Fall Forum.

OLD BUSINESS:

- Chapter 53 Bylaws – Open Discussion. Chapter 53 will borrow examples from Chapter 6 (Denver) and Chapter 38 (Salt Lake). The Executive Committee will meet on the third Thursday of October (Oct 17th) to work on bylaws.

NEW BUSINESS:

- Presentation of Chapter Awards
 - Ernie Franzoy received Member of the Year
 - Deanna Miglio received Award of Appreciation as Past President
- Chapter 53 Treasurer Position
 - Chapter taxes have not been done prior to the July meeting. Therefore, Amy Griffin was not able to turn over the Chapter checkbook account to Mark Newman.
 - Mark Newman is on leave and has been unresponsive to President Amy Griffin’s multiple attempts to get in contact with him. Mail has been forwarded to Amy in his absence. Treasurer is a critical position, responsible for doing the Chapter’s taxes, without which HQ can lose its 501c3 status. It is required that the President and Treasurer upload the reconciliation balance statements at the end of the quarter, October 15, 2019. Amy has spoken with the Region 9 Chair, Fred Easton, about this issue; He suggested Mark be removed due to abandonment of the position. Amy and Tim Solinski suggested a certified letter be sent to Mark as a final attempt to reach out to him.
 - Ernie Franzoy moved to send Mark Newman a certified letter to the address he provided IRWA. The letter will state that Chapter 53 has agreed to give Mr. Newman until September 30, 2019 to become responsive and compliant with all of his Treasurer duties (duties will be listed in the letter). If he is not both responsive and compliant by that deadline, he will be removed as Chapter 53’s Treasurer due to abandonment of the position. Houston Ice seconded the motion. Unanimous in favor.
 - Meghan Bayer moved to have Amy Griffin appoint Deanna Miglio as Treasurer, should Mark Newman be unresponsive and in compliant by the September 30, 2019 deadline given in the certified letter. Ernie Franzoy seconded the motion. Unanimous in favor.
 - Amy Griffin will mail out the certified letter to Mark Newman tomorrow, September 13, 2019.

- New Communication Chair Position – President Amy Griffin has appointed Monica Rodriguez as Chapter 53’s Communication Chair. Monica has made a Gmail address to be utilized by the Executive Committee.
- Fall Forum in Estes Park, CO – Ernie Franzoy will attend the Fall Forum as a proxy for President Amy Griffin.
- 2020 Spring Forum – Amy Griffin would like to have the Forum in Albuquerque. She also suggested Course 604 be scheduled in conjunction with the Spring Forum. There will be no charge to attend the Spring Forum. The Executive Committee will begin working on the Forum.
- NMDOT Membership – Deanna Miglio moved to allow NMDOT employees to attend classes at the member rate and to have Meghan Bayer add them to Chapter 53’s email distribution list. The motion was seconded by Ernie Franzoy. Unanimous in favor.

ANNOUNCEMENTS:

- The Annual Chapter 53 Holiday Party is scheduled for Friday, December 6th at 11:30am at El Pinto in Albuquerque. The party is sponsored by Tierra Right of Way Services. Please save the date! An RSVP will be sent out this fall.

ADJOURN:

Ernie Franzoy moved to adjourn the meeting and it was seconded by Amy Griffin. All approved. The meeting was adjourned at 4:56 PM.

2019 Meeting Schedule: IRWA Chapter 53

General Meeting
Friday, November 1, 2019 – Bosque Brewing North @ 11:30am
Chapter 53 Holiday Party December 6, 2019 @ 11am-1pm El Pinto – 4 th Street

Please remember to put on your calendar AND attend our next Chapter 53 General Meeting.