

Form **990-EZ**

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2019**Open to Public
Inspection**

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.Department of the Treasury
Internal Revenue Service

A For the 2019 calendar year, or tax year beginning _____, and ending _____		D Employer identification number 20-1862735
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization CALIFORNIA STATE CHAPTER OF NATIONAL ASSOCIATION OF RESIDENTIAL	
	Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 16516 BERNARDO CENTER DR, SUITE 330	
	City or town, state or province, country, and ZIP or foreign postal code SAN DIEGO CA 92128	
	E Telephone number 858-485-6565	
G Accounting Method: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual Other (specify) _____ I Website: WWW.NARPMCALIFORNIA.ORG		F Group Exemption Number ▶ _____
J Tax-exempt status (check only one) — <input type="checkbox"/> 501(c)(3) <input checked="" type="checkbox"/> 501(c) (6) ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		H Check <input checked="" type="checkbox"/> if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other _____		
L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ		▶ \$ 139,501

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1 Contributions, gifts, grants, and similar amounts received	1	504
	2 Program service revenue including government fees and contracts	2	138,997
	3 Membership dues and assessments	3	
	4 Investment income	4	
	5a Gross amount from sale of assets other than inventory	5a	
	b Less: cost or other basis and sales expenses	5b	
	c Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a)	5c	
	6 Gaming and fundraising events:		
	a Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	
c Less: direct expenses from gaming and fundraising events	6c		
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a Gross sales of inventory, less returns and allowances	7a		
b Less: cost of goods sold	7b		
c Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a)	7c		
8 Other revenue (describe in Schedule O)	8		
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	139,501	
Expenses	10 Grants and similar amounts paid (list in Schedule O)	10	1,000
	11 Benefits paid to or for members	11	
	12 Salaries, other compensation, and employee benefits	12	
	13 Professional fees and other payments to independent contractors	13	1,510
	14 Occupancy, rent, utilities, and maintenance	14	
	15 Printing, publications, postage, and shipping	15	5,970
	16 Other expenses (describe in Schedule O)	16	133,673
	17 Total expenses. Add lines 10 through 16	17	142,153
Net Assets	18 Excess or (deficit) for the year (subtract line 17 from line 9)	18	-2,652
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	100,915
	20 Other changes in net assets or fund balances (explain in Schedule O)	20	
	21 Net assets or fund balances at end of year. Combine lines 18 through 20	21	98,263

For Paperwork Reduction Act Notice, see the separate instructions.

Form **990-EZ** (2019)

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions		X
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
35b		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		X
35c		
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
36		
37a Enter amount of political expenditures, direct or indirect, as described in the instructions	37a	
b Did the organization file Form 1120-POL for this year?	37b	X
37b		
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a	X
b If "Yes," complete Schedule L, Part II, and enter the total amount involved	38b	
38b		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9	39a	
b Gross receipts, included on line 9, for public use of club facilities	39b	
39a		
39b		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 <input type="checkbox"/> ; section 4912 <input type="checkbox"/> ; section 4955 <input type="checkbox"/>		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b	
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	X
40e		
41 List the states with which a copy of this return is filed <input checked="" type="checkbox"/> NONE		
42a The organization's books are in care of <input checked="" type="checkbox"/> BOB DAVIE Telephone no. <input checked="" type="checkbox"/> 858-485-6565		
16516 BERNARDO CENTER DRIVE STE 330		
Located at <input checked="" type="checkbox"/> SAN DIEGO CA ZIP + 4 <input checked="" type="checkbox"/> 92128		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	42b	X
If "Yes," enter the name of the foreign country <input type="checkbox"/>		
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
c At any time during the calendar year, did the organization maintain an office outside the United States?	42c	X
If "Yes," enter the name of the foreign country <input type="checkbox"/>		
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year <input checked="" type="checkbox"/> 43		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	X
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	X
c Did the organization receive any payments for indoor tanning services during the year?	44c	X
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
44d		
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	X
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions	45b	X
45b		

- 46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

- 47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		

- 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

48		
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- 49a Did the organization make any transfers to an exempt non-charitable related organization?

49a		
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- b If "Yes," was the related organization a section 527 organization?

49b		
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- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

- f Total number of other employees paid over \$100,000 ▶

- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

- d Total number of other independent contractors each receiving over \$100,000 ▶

- 52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A ▶ ☐ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign
Here

Signature of officer

BOB DAVIE

Type or print name and title

Date

TREASURER

Paid
Preparer
Use Only

Print/Type preparer's name

VLADIMIR RAICEVIC, CPA

Preparer's signature

VLADIMIR RAICEVIC, CPA

Date

02/16/20

Check ☐ if self-employed

PTIN

P00091538

Firm's name ▶

CAREY & RAICEVIC CPAS, INC.

Firm's EIN ▶

20-3521071

Firm's address ▶

**9939 HIBERT ST., SUITE 206
SAN DIEGO, CA 92131-1031**

Phone no. **858-566-8020**

May the IRS discuss this return with the preparer shown above? See instructions ▶ ☒ Yes ☐ No

TAXABLE YEAR

2019

California Exempt Organization Annual Information Return

FORM

199

Calendar Year 2019 or fiscal year beginning (mm/dd/yyyy) , and ending (mm/dd/yyyy)

Corporation/Organization name **CALIFORNIA STATE CHAPTER OF
NATIONAL ASSOCIATION OF RESIDENTIAL**California corporation number
2706445

Additional information. See instructions.

FEIN
20-1862735

Street address (suite or room)

16516 BERNARDO CENTER DR, SUITE 330

PMB no.

City

SAN DIEGO

State

CA

Zip code

92128

Foreign country name

Foreign province/state/county

Foreign postal code

- A** First Return ☐ Yes ☒ No
- B** Amended Return ☐ Yes ☒ No
- C** IRC Section 4947(a)(1) trust ☐ Yes ☒ No
- D** Final Information Return?
- ☐ Dissolved ☐ Surrendered (Withdrawn) ☐ Merged/Reorganized
- Enter date: (mm/dd/yyyy) •
- E** Check accounting method: (1) ☒ Cash (2) ☐ Accrual (3) ☐ Other
- F** Federal return filed? (1) ☐ 990T (2) ☐ 990PF (3) ☐ Sch H (990)
- (4) ☒ Other 990 series
- G** Is this a group filing? See instructions ☐ Yes ☒ No
- H** Is this organization in a group exemption ☐ Yes ☒ No
- If "Yes," what is the parent's name?
- I** Did the organization have any changes to its guidelines not reported to the FTB? See instructions. ☐ Yes ☒ No

- J** If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions. **N/A** ☐ Yes ☐ No
- K** Is the organization exempt under R&TC Section 23701g? ☐ Yes ☒ No
- If "Yes," enter the gross receipts from nonmember sources \$
- L** If organization is a public charity exempt under R&TC Section 23701d and meets the filing fee exception, check box. No filing fee is required. ☐ Yes ☒ No
- M** Is the organization a Limited Liability Company? ☐ Yes ☒ No
- N** Did the organization file Form 100 or Form 109 to report taxable income? ☐ Yes ☒ No
- O** Is the organization under audit by the IRS or has the IRS audited in a prior year? ☐ Yes ☒ No
- P** Is federal Form 1023/1024 pending? ☐ Yes ☒ No
- Date filed with IRS

Part I Complete Part I unless not required to file this form. See General Information B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8	1	138,997	00
	2	Gross dues and assessments from members and affiliates	2		00
	3	Gross contributions, gifts, grants, and similar amounts received	3	504	00
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Information B	4	139,501	00
	5	Cost of goods sold	5		00
	6	Cost or other basis, and sales expenses of assets sold	6		00
	7	Total costs. Add line 5 and line 6	7		00
	8	Total gross income. Subtract line 7 from line 4	8	139,501	00
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18	9	142,153	00
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8	10	-2,652	00
Filing Fee	11	Total payments	11		00
	12	Use tax. See General Information K	12		00
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11	13		00
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12	14		00
	15	Filing fee \$10 or \$25. See General Information F	15	10	00
	16	Penalties and Interest. See General Information J	16		00
	17	Balance due. Add line 12, line 15, and line 16. Then subtract line 11 from the result	17	10	00
Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.				
Paid Preparer's Use Only	Signature of officer	Title TREASURER	Date	Telephone 858-485-6565	
	Preparer's signature	VLADIMIR RAICEVIC, CPA	Date 02/16/2020	Check if self-employed <input type="checkbox"/>	PTIN P00091538
	Firm's name (or yours, if self-employed) and address	CAREY & RAICEVIC CPAS, INC. 9939 HIBERT ST., SUITE 206 SAN DIEGO, CA 92131-1031			Firm's FEIN 20-3521071
					Telephone 858-566-8020
May the FTB discuss this return with the preparer shown above? See instructions <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					

CALIFORNIA STATE CHAPTER OF

20-1862735

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts — complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions	•	1	138,997	00
	2	Interest	•	2		00
	3	Dividends	•	3		00
	4	Gross rents	•	4		00
	5	Gross royalties	•	5		00
	6	Gross amount received from sale of assets (See Instructions)	•	6		00
	7	Other income. Attach schedule	•	7		00
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	•	8	138,997	00
Expenses and Disbursements	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	•	9	SEE STATEMENT 1	1,000 00
	10	Disbursements to or for members	•	10		00
	11	Compensation of officers, directors, and trustees. Attach schedule	•	11	SEE STATEMENT 2	00
	12	Other salaries and wages	•	12		00
	13	Interest	•	13		00
	14	Taxes	•	14		00
	15	Rents	•	15		00
	16	Depreciation and depletion (See instructions)	•	16		00
	17	Other Expenses and Disbursements. Attach schedule	•	17	SEE STATEMENT 3	141,153 00
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	•	18		142,153 00

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
Assets		(a)	(b)	(c)	(d)
1 Cash			95,915	•	93,263
2 Net accounts receivable				•	
3 Net notes receivable				•	
4 Inventories				•	
5 Federal and state government obligations				•	
6 Investments in other bonds				•	
7 Investments in stock				•	
8 Mortgage loans				•	
9 Other investments. Attach schedule				•	
10 a Depreciable assets					
b Less accumulated depreciation					
11 Land				•	
12 Other assets. Attach schedule	STMT 4		5,000	•	5,000
13 Total assets			100,915		98,263
Liabilities and net worth					
14 Accounts payable				•	
15 Contributions, gifts, or grants payable				•	
16 Bonds and notes payable				•	
17 Mortgages payable				•	
18 Other liabilities. Attach schedule					
19 Capital stock or principal fund				•	
20 Paid-in or capital surplus. Attach reconciliation				•	
21 Retained earnings or income fund			100,915	•	98,263
22 Total liabilities and net worth			100,915		98,263

Schedule M-1 Reconciliation of income per books with income per return
 Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000

1 Net income per books	•	-2,652	7 Income recorded on books this year not included in this return. Attach schedule	•	
2 Federal income tax	•		8 Deductions in this return not charged against book income this year. Attach schedule	•	
3 Excess of capital losses over capital gains	•		9 Total. Add line 7 and line 8		
4 Income not recorded on books this year. Attach schedule	•		10 Net income per return.		
5 Expenses recorded on books this year not deducted in this return. Attach schedule	•		Subtract line 9 from line 6		-2,652
6 Total. Add line 1 through line 5		-2,652			

CALNARPM

PROFIT AND LOSS

January - December 2019

	TOTAL
Income	
CALNARPM Conference Income	51,582.46
Attendee Registration	87,414.25
Exhibitor Registration	138,996.71
Total CALNARPM Conference Income	
NARPM Income	504.40
NARPM Education	504.40
Total NARPM Income	-11,820.00
Refunds & Discounts	\$127,681.11
Total Income	\$127,681.11
GROSS PROFIT	
Expenses	1,510.00
Accounting Fees	
CALNARPM Conference Expense	808.11
Audio/Visual Expenses	91,224.21
Hotel/Facilities	15,331.09
Instructor & Speaker Expense	107.88
Marketing	5,970.36
Postage/Printing	3,050.00
Social Media Management and Email Campaigns	2,962.30
Website Services	12,090.54
Total Marketing	73.68
Meals & Entertainment	398.28
Miscellaneous Conference Expense	-722.42
Reimbursable Expense	2,846.23
Supplies, Gifts, Raffle Items	122,049.72
Total CALNARPM Conference Expense	1,000.00
Charitable Contributions	459.00
Constant Contact Annual Fee	535.47
Mail Chimp	36.55
Merchant Account Fees	3,960.59
Standard Fees	3,997.14
Total Merchant Account Fees	128.00
P.O. Box Fees	550.00
Software Applications	24.00
Supplies	
Taxes	80.00
Franchise Tax Board	80.00
Total Taxes	\$130,333.33
Total Expenses	\$ -2,652.22
NET OPERATING INCOME	\$ -2,652.22
NET INCOME	

CALNARPM

BALANCE SHEET

As of December 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	3,956.98
PayPal	89,305.81
Union Bank	0.00
Wells Fargo Checking Account	\$93,262.79
Total Bank Accounts	
Other Current Assets	5,000.00
Prepaid Conference Expenses	0.00
Returned Items Clearing	0.00
Undeposited Funds	\$5,000.00
Total Other Current Assets	\$98,262.79
Total Current Assets	\$98,262.79
TOTAL ASSETS	
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	5,597.47
Opening Bal Equity	95,317.54
Retained Earnings	-2,652.22
Net Income	\$98,262.79
Total Equity	\$98,262.79
TOTAL LIABILITIES AND EQUITY	

Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Tuesday, May 14, 2019 10:02 AM
To: Michael Braddon
Subject: Event Reminders! Local CALNARPM May 2019 Events

Don't Miss the CALNARPM May 2019 Upcoming
Local Chapter Events!

[View this email in your browser](#)



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER

National Association of Residential Property Managers

CALNARPM e-NEWSLETTER

LOCAL CHAPTER EVENTS

EVENT CALENDAR!

CALNARPM has a collection of your local chapter events in one calendar area on our website. Don't forget to submit your event to Laurie Lindsey
Laurie@elitevenu.com to be included in the event calendar.

Event Calendar

May 2019 LOCAL CHAPTER EVENTS



SAN DIEGO

Retention Equals Growth

Presented by Brad Larsen

Wednesday, May 15, 2019

11:30am - 1:30pm

SDAR

[GET MORE INFO](#)

[WEBSITE](#)



LOS ANGELES

Jeff Edelstein of SOS Survival
Products

Wednesday, May 15, 2019

8:30 a.m. - 10:00 a.m.

[GET MORE INFO](#)

[WEBSITE](#)



MARIN / SONOMA

FAIR HOUSING FORUM

Presented by Attorney Linda Ryan

Thursday, May 16, 2019

12pm - 1:30pm

McNear's Saloon & Dining House

[GET MORE INFO](#)

[WEBSITE](#)



MONTEREY BAY

MONTHLY MEMBERSHIP MEETING

Thursday, May 16, 2019

11:30am - 1:30pm

Corral De Tierra Country Club

[GET MORE INFO](#)

[WEBSITE](#)



SACRAMENTO & CENTRAL VALLEY

VENDOR FAIR - Blues, Brews & BBQ

Thursday, May 16, 2019

2:00pm - 5:00pm

Sacramento Association of Realtors

[GET MORE INFO](#)

[WEBSITE](#)



SANTA CLARA

Financial Education Services

Presented by Scott Varney

Thursday, May 16, 2019

8:15am - 10:00am

Three Flames Restaurant

[GET MORE INFO](#)

[WEBSITE](#)



ALAMEDA/CONTRA COSTA COUNTIES

MONTHLY MEETINGS

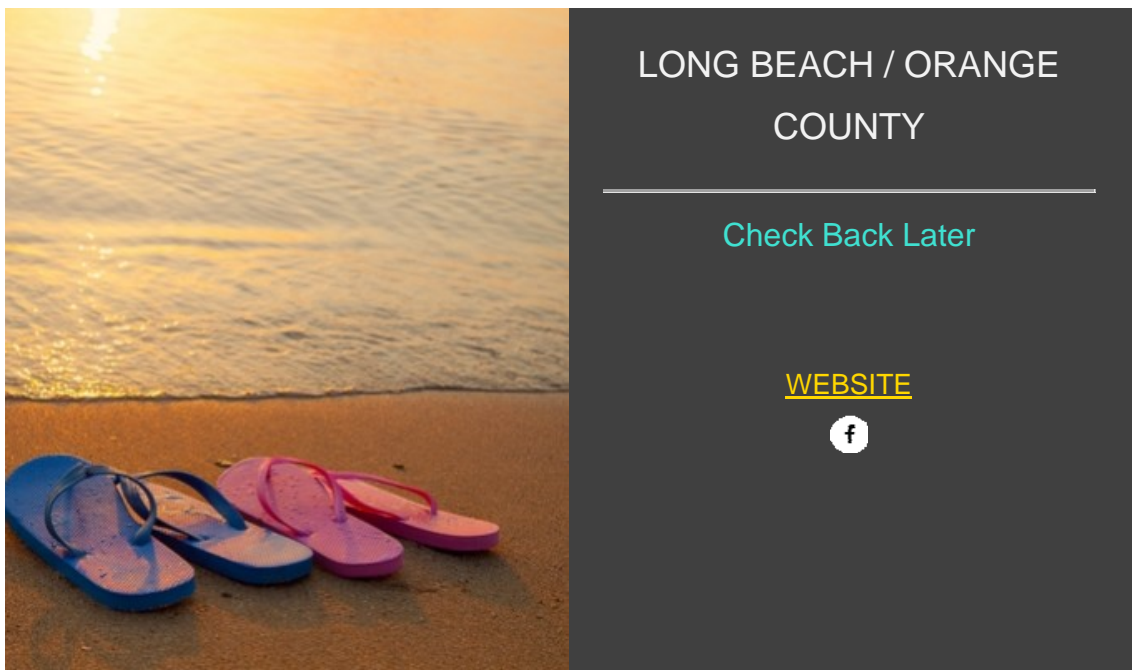
Third Thursday of each month

Check with chapter for this month's
meeting details.

11:30am - 1:00pm

[WEBSITE](#)

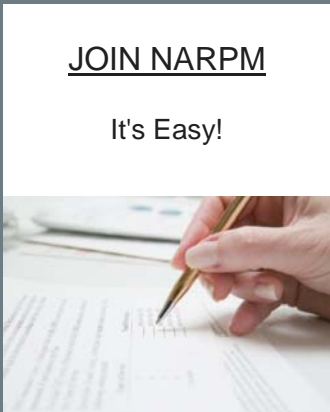




LONG BEACH / ORANGE
COUNTY

[Check Back Later](#)

[WEBSITE](#)



JOIN NARPM

It's Easy!



BLOG

What's New



VISIT WEBSITE

All Local Chapters



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You are receiving this email because you opted to receive CALNARPM updates.

Our mailing address is:

CALNARPM
P.O. Box 27831
San Diego, CA 92198-1831

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Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#)

Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Friday, June 14, 2019 7:41 AM
To: Michael Braddon
Subject: Event Reminders! Local CALNARPM June 2019 Events

Don't Miss the CALNARPM June 2019 Upcoming
Local Chapter Events!

[View this email in your browser](#)



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER

National Association of Residential Property Managers

CALNARPM e-NEWSLETTER

LOCAL CHAPTER EVENTS

EVENT CALENDAR!

CALNARPM has a collection of your local chapter events in one calendar area on our website. Don't forget to submit your event to Laurie Lindsey
Laurie@elitevenu.com to be included in the event calendar.

Event Calendar

June 2019 LOCAL CHAPTER EVENTS



LOS ANGELES

Networking and Educational
Opportunity

Presented by Allison DiSarro

Wednesday, June 19, 2019

8:30 a.m. - 10:00 a.m.

[GET MORE INFO](#)

[WEBSITE](#)



SAN DIEGO

Self Access Viewings: How to
Combat Against Squatters,
Scammers, and Scoundrels

Presented by James Barrett

Wednesday, June 19, 2019

11:30am - 1:30pm

SDAR

[GET MORE INFO](#)

[WEBSITE](#)



SACRAMENTO & CENTRAL VALLEY

Real Estate Safety

Thursday, June 20, 2019

9:00am - 12:00pm

Sacramento Association of Realtors

[GET MORE INFO](#)

[WEBSITE](#)





MONTEREY BAY

MONTHLY MEMBERSHIP MEETING

Thursday, June 20, 2019

11:30am - 1:30pm

Corral De Tierra Country Club

[GET MORE INFO](#)

[WEBSITE](#)



SANTA CLARA

Breakfast Meeting

Thursday, June 20, 2019

8:15am - 10:00am

Three Flames Restaurant

[GET MORE INFO](#)

[WEBSITE](#)



MARIN / SONOMA

Insurance

Thursday, June 20, 2019

12pm - 1:30pm

McNear's Saloon & Dining House

[GET MORE INFO](#)

[WEBSITE](#)



ALAMEDA/CONTRA COSTA COUNTIES

MONTHLY MEETINGS

Third Thursday of each month
Check with chapter for this month's
meeting details.

11:30am - 1:00pm

[WEBSITE](#)



LONG BEACH / ORANGE COUNTY

Check Back Later

[WEBSITE](#)



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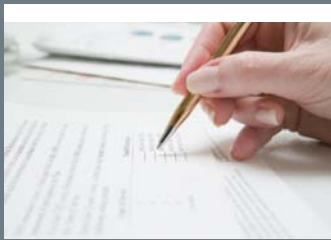
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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Wednesday, August 7, 2019 1:30 PM
To: Michael Braddon
Subject: Event Reminders! Local CALNARPM August & Sept 2019 Events

Don't Miss the CALNARPM August & Sept 2019

[View this email in your browser](#)

Upcoming Local Chapter Events!



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER

National Association of Residential Property Managers

CALNARPM e-NEWSLETTER

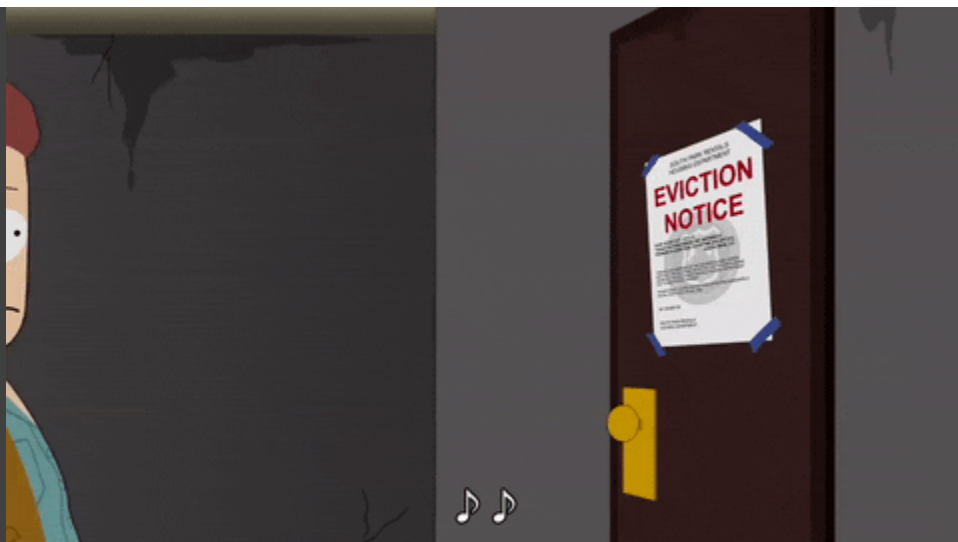
LOCAL CHAPTER EVENTS

EVENT CALENDAR!

CALNARPM has a collection of your local chapter events in one calendar area on our website. Don't forget to submit your event to Laurie Lindsey
Laurie@elitevenu.com to be included in the event calendar.

Event Calendar

August 2019 LOCAL CHAPTER EVENTS



SACRAMENTO & CENTRAL VALLEY

RENT CONTROL & JUST CAUSE EVICTION

Presented by Jim Lofgren & Calvin Clements

Friday, August 9, 2019

9:00am - 12:00pm

Sacramento Association of Realtors

[GET MORE INFO](#)

[WEBSITE](#)





SANTA CLARA

Personnel Procedures Essentials

– Hiring and Firing

Instructor: Vickie Gaskill

Tuesday, August 13, 2019

9:00am - 4:00pm

5978 Silver Creek Valley Rd #50

San Jose, CA 95138

[GET MORE INFO](#)

[WEBSITE](#)



MONTEREY BAY

MONTHLY MEMBERSHIP MEETING

Thursday, August 15, 2019

11:30am - 1:30pm

Corral De Tierra Country Club

[GET MORE INFO](#)

[WEBSITE](#)



ALAMEDA/CONTRA COSTA COUNTIES

MONTHLY MEETINGS

Third Thursday of each month
Check with chapter for this month's
meeting details.

11:30am - 1:00pm

[WEBSITE](#)



LONG BEACH / ORANGE COUNTY

MARKETING FOR RESIDENTIAL PROPERTY MANAGEMENT

Instructor: Melissa Prandi

Tuesday, August 20, 2019

9:00am - 4:00pm

[GET MORE INFO](#)

[WEBSITE](#)



SEPTEMBER 2019 EVENTS



**Who Is...
NARPM**

Come find out.
SEPTEMBER 13, 2019
6PM - 8PM

LOS ANGELES

Learn how the LA Chapter of NARPM can benefit you!


Hosted by Jenkins Property Management

Friday, September 13, 2019

6:00pm - 8:00pm

[GET MORE INFO](#)


[WEBSITE](#)



SAN DIEGO

Check Back Later

[WEBSITE](#)





MARIN / SONOMA

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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Wednesday, September 11, 2019 9:03 AM
To: Michael Braddon
Subject: Call for Presenters - CALNARPM 2020 Conference & Trade Show

Workshops and panel presentations are being invited for the
CALNARPM 2020 California Conference.

[View this email in your browser](#)

CONFERENCE AND TRADE SHOW 2020
CALL FOR PRESENTATIONS



CALL FOR PRESENTATIONS

Workshops and panel presentations are being invited for the CALNARPM 2020 California Conference. The CALNARPM Conference boasts attendance of approximately 200 attendees of the professions most influential and qualified residential property managers throughout the State of California. The attendees include company owners, property managers, executive officers, support staff, and suppliers - including those working with technology, website, personal assistance, and others. CALNARPM attendees want **practical knowledge**. Theory is useful only when session participants are shown how to use it. Learning is not a passive activity. Give yourself a break - let others help do the talking. Attendees usually learn best when they are doing, not only when they are listening. Involve participants by using questions, exercises, and other activities.

WHO CAN SUBMIT A PROPOSAL

Members and Non-members of NARPM® and CALNARPM are invited to submit proposals for Conference Presentations [using this form](#). The professional submitting this proposal for the program is responsible for all details including proposal submission, communication with co-presenters, presentation format, audio-visual requests, and payment of fees.

WHAT'S INCLUDED

CALNARPM will provide audio-visual equipment at no cost if requested by the deadline on the Speaker Guidelines sent later. Audio-visual equipment includes: projector, screen, microphone (if needed), and extension cord. Presenters will be responsible for providing their own laptops and laptop cables.

DEADLINE

Proposals must be received by CALNARPM no later than **October 31, 2019**

THE THEME

When submitting the proposal, keep the 2020 Conference theme in mind:

Raising the Bar

Reaching Higher Professional Standards

At the CALNARPM Conference you will learn how to run your business successfully in a unique regulatory and challenging business environment.

CALNARPM is able to give you the insight you need! This unique conference allows you to walk away with valuable information and the opportunity to meet fellow colleagues that can make a difference in your business.

GET THE PRESENTER FORM

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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Tuesday, October 8, 2019 1:59 PM
To: Michael Braddon
Subject: Registration Open! 2020 CALNARPM Conference & Trade Show

REGISTER FOR THE EVENT OF THE YEAR!

[View this email in your browser](#)



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER



25th **NARPM™** **FEB 19-21, 2020**
NARPM CALIFORNIA STATE CHAPTER
Conference & Trade Show
RIVIERA HOTEL PALM SPRINGS, CA

REGISTRATION IS OPEN!

EARLY BIRD

MEMBERS

(NARPM Members Only)

Deadline January 20, 2020

\$215

After January 20, 2020

\$245

EARLY BIRD

GENERAL ADMISSION

(Non-Members Only)

Deadline January 20, 2020

\$255

After January 20, 2020

\$285

GET MY TICKET EARLY!

RAISING THE BAR

Verb. raise the bar. (idiomatic) To raise standards or expectations, especially by creating something to a higher standard.

This expression comes from track and field games. There are at least two which utilize a **bar** to measure physical accomplishment, the High Jump and the Pole Vault. The first involves running and then jumping over a **bar raised** parallel to the ground at a certain distance.

At the CALNARPM Conference you will learn how to run your business successfully in a unique regulatory and challenging business environment and jump over the unique hurdles that Property Managers encounter.

Do you want to take your business to the next level? Increase your standards? Provide more income? Discover all the tips and tricks from the experts. The CALNARPM 2020 conference will teach you how to stay in the game and grow your business and exceed your expectations.

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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Wednesday, October 9, 2019 11:13 AM
To: Michael Braddon
Subject: Reminder! CALNARPM October 2019 Events

Don't Miss the CALNARPM October 2019

[View this email in your browser](#)

Upcoming Local Chapter Events!



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER

National Association of Residential Property Managers

CALNARPM e-NEWSLETTER

LOCAL CHAPTER EVENTS

EVENT CALENDAR!

CALNARPM has a collection of your local chapter events in one calendar area on our website. Don't forget to submit your event to Laurie Lindsey
Laurie@elitevenu.com to be included in the event calendar.

Event Calendar

October 2019 LOCAL CHAPTER EVENTS



SACRAMENTO & CENTRAL VALLEY

MARIJUANA & RENTAL HOUSING

Thursday, Oct 10, 2019

9:00am - 12:00pm

Sacramento Association of Realtors

[GET MORE INFO](#)

[WEBSITE](#)





LOS ANGELES

CYBER SECURITY – PAAL FUGLEVAAG

Wednesday, Oct 16, 2019

8:30am - 10:00am

Oakmont Country Club

[GET MORE INFO](#)

[WEBSITE](#)



ALAMEDA/CONTRA COSTA COUNTIES

LUNCHEON WITH OLIVIER EGLI OF WHY STORY LLC

Thursday, Oct 17, 2019.

11:30am - 1:00pm

Zio Fraedo's

[GET MORE INFO](#)

[WEBSITE](#)



MONTEREY BAY

MONTHLY MEMBERSHIP MEETING

Thursday, Oct 17, 2019

11:30am - 1:30pm

Corral De Tierra Country Club

[GET MORE INFO](#)

[WEBSITE](#)



SANTA CLARA

CELEBRATING NARPM SANTA CLARA'S 25TH ANNIVERSARY

Thursday, Oct 24, 2019

8:30am - 9:30am

Three Flames Restaurant

[GET MORE INFO](#)

[WEBSITE](#)





SAN DIEGO

October 2019 DARK – FOR NATIONAL NARPM in ARIZONA!!!

No Meeting

[WEBSITE](#)



LONG BEACH / ORANGE COUNTY

Working on Something

[WEBSITE](#)





MARIN / SONOMA

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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Monday, November 11, 2019 11:35 AM
To: Michael Braddon
Subject: Book Your Hotel Early! 2020 CALNARPM Conference & Trade Show

REGISTER FOR THE EVENT OF THE YEAR!

[View this email in your browser](#)



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER



BOOK YOUR HOTEL STAY
THE RIVIERA PALM SPRINGS
A TRIBUTE PORTFOLIO RESORT

1600 North Indian Canyon Drive
Palm Springs, California 92262

BOOK BY JANUARY 29, 2020

[Get a Room!](#)

REGISTRATION IS OPEN!

**EARLY BIRD
MEMBERS**

(NARPM Members Only)

Deadline January 20, 2020

\$215

After January 20, 2020

\$245

**EARLY BIRD
GENERAL ADMISSION**

(Non-Members Only)

Deadline January 20, 2020

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Michael Braddon

From: CALNARPM <info@narpmcalifornia.org>
Sent: Monday, December 30, 2019 11:00 AM
To: Michael Braddon
Subject: Coming Soon! 2020 CALNARPM Conference & Trade Show

REGISTER FOR THE EVENT OF THE YEAR!

[View this email in your browser](#)



National Association of Residential Property Managers
CALIFORNIA STATE CHAPTER



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CALNARPM – ADDITIONAL VOTE NEEDED President-Elect 2018-19

Fellow California NARPM members,

We need your ADDITIONAL VOTE for the New President Elect for 2018-19.

Matt Prandi Borries has had to decline this year on his nomination.

The term is 1 year and a voluntary position(s).

... for the year of July 1, 2018 - June 30, 2019

NOTE: The nominees are volunteers, they can after being voted in decline the position for any reason, in such case the Board will act according to our by-laws to find a successor.

Mark W. Scott for President-Elect

Broker/Owner | Encore Realty Inc.

I am pleased to introduce Mark W. Scott of Encore Realty Inc (01308692) from our San Diego Chapter. He has a family history of Real Estate and has been licensed since 1995 and a broker since 1997. He is on top of legislative challenges, local ordinances and legal issues.

“Encore Realty is a full-service property management company in the San Diego County area. We serve residents and property owners in San Diego County, including Chula Vista, San Diego and National City. The company started in 2001, but our team started working in the local real estate and rental markets in 1994.” – www.encorerealtysd.com

I believe Mark is a good fit with our team and you will all enjoy getting to know him.

Please VOTE Yes/No BY EMAIL ONLY (smile) ...

... narpmcalifornia@gmail.com ...

... for our New President-Elect for 2018-19.

We had a successful 23rd CALNARPM Conference in Palm Springs at the The Riviera !!!

Again your returning Honorary Past President Cheryl Chase-Berkson and myself, your incoming President and current President-Elect (and acting President) are looking forward to seeing you in Napa at the Marriott, April 24-26th, 2019 !!!

Thank you,

Michael Braddon

CALNARPM President-Elect & acting President 2017-18

CALNARPM President 2018-19

EMAILED TO EACH CHAPTER June 30, 2018 @ 10 AM - MJB

Alameda (48)

Monterey (39)

Los Angeles (25)

Santa Clara (64)

San Diego (88)

Marin (46)

Long Beach (35)

Sacramento (132)

Total individual email sent (477)

2018-2019 CALNARPM Board of Directors

Michael Braddon, President

Cheryl Chase-Berkson, 2016-2017 Honorary Past President

Mark W. Scott, President-Elect

Donna Gary, Secretary

Bob Davie, Treasurer

Allison Disarro, Affiliate Director

Donna Gary, Conference Chair

Michael Braddon, Acting Education Director

Dana Wares, Legislative Director

Efren Espinoza, Membership, Communications Co-Director

INCOME

Attendees	\$	55,000.00
Exhibitors	\$	60,000.00
Grant	\$	500.00
Education Classes (estimate)	\$	500.00
Total Income	\$	116,000.00

EXPENSES

Hotel Fee	Initial Deposit	\$	5,000.00
Hotel Fee	2nd Deposit	\$	5,000.00
Hotel Fee	3rd Deposit	\$	5,000.00
Hotel Fee	Final Deposit	\$	5,000.00
Hotel Fee	Final Reconciliation	\$	58,000.00
Total Hotel Fees		\$	78,000.00

A/V Fees	Initial Deposit	\$	8,000.00
A/V Fees	Final Payment	\$	8,000.00
Total A/V Fees		\$	16,000.00

Speakers Fee	Person 1	3 room nights
Speakers fee	Person 2	\$3000 plus 1 room night
Speakers Fee	Person 3	\$1000.00 plus 2 room nights
Total Speaker Fees		\$4,000.00

Printing Fees	Printing/Mailing STD	\$	1,200.00
Printing Fees	Vendor Postcard	\$	2,500.00
Printing Fees	Attendee Postcard	\$	1,500.00
Misc. Printing Fees		\$	500.00
Total Printing Fees		\$	5,700.00

Misc Fees	Printing reimbursement	\$	500.00
Misc. Fees	Signage Printing/lanyards	\$	1,200.00
Misc. Fees	Gifts reimbursement	\$	750.00
Misc. Fees	Charity Donation	\$	1,200.00
Total Misc. Fees		\$	3,650.00

Accounting Fees	\$	1,500.00
Marketing Fees	\$	5,000.00
Constant Contact	\$	500.00
Mail Chimp	\$	550.00
Software	\$	550.00
Total Operational Fees	\$	8,100.00

Total Projected Annual Expenses	\$	115,450.00
---------------------------------	-----------	-------------------

Net Profit	\$	550.00
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Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, August 15, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. **Call to Order/Introductions** – *Michael Braddon – President*

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Allison and Dana

b. Absent: Efren

II. **NARPM® Code of Ethics** – *Michael Braddon – President*

Article 12: COMPLIANCE AND ENFORCEMENT

The Property Manager shall comply with this Code and shall participate in and/or cooperate with any investigation and/or hearing conducted by NARPM® pursuant to this Code.

STANDARDS OF PROFESSIONALISM

- **12-1** The Property Manager shall review and shall take all necessary action to understand and to comply with this Code.
- **12-2** The Property Manager shall not interfere with any NARPM® action to investigate a violation of or to enforce this Code.
- **12-3** The Property Manager shall promptly supply any information requested by NARPM® during any investigation or enforcement action pursuant to this Code.
- **12-4** The Property Manager must take and pass an ethics course, which shall include discussion of this Code, every four years as a condition of continued professional membership.

III. **Secretary's Report** – *Michael Braddon - President*

Vote needed to approve the Minutes of the May 31, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. **Treasurer's Report** – Bob Davie

A. Reviewed Income & Loss Statement - May 2018 Financial Report.



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- B. APPROVED \$1K Donation Annual NARPM Conference Charity.
- C. NOTE: New P.O. Box for CALNARPM June 2018
 - CALNARPM, PO Box 27831, San Diego, CA 92198-1831
- D. NOTE: \$24K "Profit" Palm Springs, CA; Marriott will be MORE EXPENSIVE

V. 2018-2019 Board –Michael Braddon - President

- A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED
 - Michael Braddon, President
 - Mark W. Scott, President-Elect (NEW)
 - Cheryl-Honorary Past President
 - Bob Davie, Treasurer
 - Donna Gary, Secretary (NEW)

VI. CALNARPM 2019 Conference Committee – Michael Braddon

- A. NOTE: Allison Disarro / Bonnye Sent Exhibitor Thank You(s) for Palm Springs!!
- B. Prepared 2019 Registration w/ Laurie @ EliteVenu
- C. This Year:
 - Elite Venue New Contract
 - Changing Web Server later in 2018
 - Securing rights to www.calnarpmp.org from Hero PM by July 1, 2019
 - Next Conference in Napa, CA: Marriott April 24-26, 2019
 - Affiliates as Room Monitors !!!
 - (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!
- D. RFP for Presentations (Michael Coordinating with Laurie / Mark W. Scott)
- E. Bringing extra LCD Projector(s)
- F. Volunteers bringing Laptops for workshops and main banquet room
- G. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)
- H. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!
- I. Scripts provided by Cheryl
- J. Room Monitors – Gold/Silver Exhibitors who Volunteer
- K. Chapter Gifts – Raffle at Conference SUSPENDED due to CA "Gaming Laws"
- L. Keynote Speakers Suggestions:
 - Tim Hoyle??, Andy Propst, Marc Cunningham
- M. Graphic for Napa Marriott April 24-26, 2019

VII. Communication – Efren Espinoza No updates.



2018-2019 CALNARPM Board of Directors

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Mark W. Scott, President-Elect
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

VIII. Legislative – Dana Wares No updates.

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon No updates.

XII. Future Meeting Dates –
a. Wednesday, October 3rd, 2018 @ 9:30 AM BOD & Conference Committee

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, October 3, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Allison, Efren and Dana

b. Absent: NONE

II. NARPM® Code of Ethics – Michael Braddon – President

Article 1: RESPONSIBILITY TO PROTECT THE PUBLIC

The Property Manager shall protect the public against fraud, misrepresentation, and unethical practices in property management.

STANDARDS OF PROFESSIONALISM

- **1-1** The Property Manager shall endeavor to eliminate, through the normal course of business, any practices which could be damaging to the public or bring discredit to the profession.
- **1-2** The Property Manager shall cooperate with the governmental agency charged with regulating the practices of Property Managers.
- **1-3** The Property Manager shall comply with all relevant local and state ordinances regarding real estate law, licensing, insurance, and banking.
- **1-4** The Property Manager shall comply with all federal and state antitrust laws and shall follow the NARPM® Antitrust Policy and any related procedures.
- **1-5** The Property Manager shall not reveal confidential information of Clients, Tenants or others except as required in the course of performing his or her duties or as otherwise required by law. The Property Manager shall take all reasonable precautions to protect confidential information.
- **1-6** The Property Manager shall use reasonable efforts to ensure that information on his or her website, or that of his or her Firm, is current and accurate. If it becomes apparent that information on the website is not current or accurate, then the Property Manager shall promptly take corrective action.
- **1-7** Websites of the Property Manager shall not contain any deceptive metatags or other devices/methods to direct, drive, or divert Internet traffic in a deceptive manner or to otherwise mislead users. The websites shall also not manipulate listing content in any deceptive or misleading way.



2018-2019 CALNARPM Board of Directors

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Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- **1-8** The Property Manager shall disclose all details on the availability of rental properties to prospective parties on a regular and timely basis.
- **1-9** The Property Manager shall not exaggerate, misrepresent, misinform, or conceal pertinent facts in the advertising, leasing, and management of property.

1-10 The Property Manager shall make reasonable attempts to remove from the Internet listings for rentals that are no longer available.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the August 15, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. NOTE: New P.O. Box for CALNARPM June 2018

- CALNARPM, PO Box 27831, San Diego, CA 92198-1831

B. NOTE: Marriott - Napa, CA will be MORE EXPENSIVE

V. 2018-2019 Board – Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW)

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. Exhibitor POSTCARD due 10/15/2018

B. Early Registration OPEN by 10/20/2018 - 2019 Registration (Laurie@EliteVenu)

- "SAVE THE DATE" Email Campaign Started

C. This Year:

- Elite Venue New Contract
- Changing Web Server later in 2018
- Securing rights to www.calnarpm.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- Affiliates as Room Monitors !!!
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- D. RFP for Presentations (Michael Coordinating with Laurie / Mark W. Scott)
- E. BIG TOPIC: Rent Control – Prop 10
- F. THEME & GRAPHICS: “Manage Your Business (and Your Life) Successfully”
 - EVOLVED TO: “WORK LIFE BALANCE”
- G. TAKE THE STAGE EVENT – Yes !!!
- H. Bringing extra LCD Projector(s)
- I. Volunteers bringing Laptops for workshops and main banquet room
- J. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)
- K. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!
- L. Scripts provided by Cheryl
- M. Room Monitors – Gold/Silver Exhibitors who Volunteer
- N. KEYNOTE Speakers Suggestions:
 - Tim Hoyle??, Andy Propst, Marc Cunningham
- O. Graphic for Napa Marriott April 24-26, 2019

VII. Communication – Efren Espinoza No updates.

VIII. Legislative – Dana Wares No updates.

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon No updates.

XII. Future Meeting Dates – BOD & Conference Committee
a. Wednesday, November 28th, 2018 @ 9:30 AM

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, November 28, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Allison, and Bonnie

b. Absent: Efren and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 2: DISCRIMINATION

The Property Manager shall not discriminate in the management, rental, lease, or negotiation for real property, shall operate consistent with fair housing laws and regulations and shall comply with all federal, state, and local laws concerning discrimination.

STANDARDS OF PROFESSIONALISM

- **2-1** It is the duty of the Property Manager to educate those with whom the Property Manager is affiliated to comply with all fair housing laws and laws regarding discrimination.
- **2-2** The Property Manager shall not deny service to any person due to race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the October 3rd, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. Bob Davie sending Application for NARPM Grant

B. NOTE: New P.O. Box for CALNARPM June 2018

▪ CALNARPM, PO Box 27831, San Diego, CA 92198-1831

C. NOTE: Marriott - Napa, CA will be MORE EXPENSIVE



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

V. 2018-2019 Board –Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW)

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. Exhibitor POSTCARD (MAIL by 12/3); FLOOR PLAN Needed

B. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)

- "SAVE THE DATE" Email Campaign Started

C. BROCHURES: Exhibitor / Attendee Brochure April 24-26, 2019

D. This Year:

- Elite Venue New Contract
- Changed Web Server later in 2018 (Blue Hosting) **BIOS Needed**
- Securing rights to www.calnarpn.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- Affiliates as Room Monitors !!!
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!

E. RFP for Presentations (Michael Coordinating with Laurie / Mark W. Scott)

F. BIG TOPIC: Rent Control – Prop 10

G. THEME & GRAPHICS: "WORK LIFE BALANCE"

H. TAKE THE STAGE EVENT – Yes !!!

I. Bringing extra LCD Projector(s)

J. Volunteers bringing Laptops for workshops and main banquet room

K. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)

L. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!

M. Scripts provided by Cheryl

N. Room Monitors – Gold/Silver Exhibitors who Volunteer

O. KEYNOTE Speakers Suggestions (Bonnie):

- **Four Seasons - Excellent of Service**, Andy Propst, Marc Cunningham

P. Graphic for Napa Marriott April 24-26, 2019; HOTEL Link NEEDED

VII. Communication – Efren Espinoza No updates.

VIII. Legislative – Dana Wares No updates.



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon No updates.

XII. Future Meeting Dates – BOD & Conference Committee
a. Wednesday, December 5th, 2018 @ 9:30 AM

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, December 5, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Allison, and Bonnie

b. Absent: Bob, Efren and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 3: RESPONSIBILITY TO CLIENT

When working in a disclosed relationship with a client, the Property Manager shall protect the client's best interest at all times.

STANDARDS OF PROFESSIONALISM

- **3-1** The Property Manager shall use written agreements, and written extensions, if required, outlining all responsibilities and fees, if any. The Client will be provided a copy of all signed agreements and extensions, and the Property Manager will retain a copy.
- **3-2** The Property Manager shall communicate regularly with the Client, either orally or in writing and shall provide the Client with written reports as needed and as agreed between all parties. In the event of any dispute, the Property Manager shall provide a written accounting as soon as practical.
- **3-3** Should the Property Manager have a disclosed relationship with a property owner, the Property Manager shall review and verify all Tenant applications to determine the applicant's ability to pay rental fees and to assess the likelihood that the applicant will comply with all provisions of the rental agreement.
- **3-4** The Property Manager shall accept no commissions, rebates, profits, discounts, or any other benefit which has not been fully disclosed to and approved by the Client.
- **3-5** The Property Manager shall not mislead a potential Client about the rental market value of a property in an attempt to secure a rental listing.
- **3-6** The Property Manager shall disclose to his or her Client all pertinent facts relating to any transaction.



2018-2019 CALNARPM Board of Directors

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Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the November 28th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

- A. Bob Davie sending Application for NARPM Grant
- B. NOTE: New P.O. Box for CALNARPM June 2018
 - CALNARPM, PO Box 27831, San Diego, CA 92198-1831
- C. NOTE: Marriott - Napa, CA will be MORE EXPENSIVE

V. 2018-2019 Board –Michael Braddon - President

- A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED
 - Michael Braddon, President
 - Mark W. Scott, President-Elect (NEW)
 - Cheryl-Honorary Past President
 - Bob Davie, Treasurer
 - Donna Gary, Secretary (NEW); **NOW (Officially) Conference Chair**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

- A. Exhibitor POSTCARD (MAIL by 12/3); **FLOOR PLAN (36) – (13) NOW PAID**
- B. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)
 - "SAVE THE DATE" Email Campaign **Continuing ...**
- C. BROCHURES: Exhibitor / Attendee Brochure April 24-26, 2019
- D. This Year:
 - Elite Venue New Contract
 - Changed Web Server later in 2018 (Blue Hosting) **BIOs Needed**
 - Securing rights to www.calnarpn.org from Hero PM by July 1, 2019
 - Next Conference in Napa, CA: Marriott April 24-26, 2019
 - Affiliates as Room Monitors !!!
 - (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!
- E. RFP for Presentations (Michael) **Email Campaign 12/5**
- F. BIG TOPIC: Rent Control – Prop 10
- G. THEME & GRAPHICS: "WORK LIFE BALANCE"
- H. TAKE THE STAGE EVENT – Yes !!!



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- I. Bringing extra LCD Projector(s)
- J. Volunteers bringing Laptops for workshops and main banquet room
- K. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)
- L. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!
- M. Scripts provided by Cheryl
- N. Room Monitors – Gold/Silver Exhibitors who Volunteer
- O. KEYNOTE Speakers Suggestions (Bonnie): **CONFIRMED**
 - **Four Seasons, Andy Propst, Marc Cunningham**
- P. Graphic for Napa Marriott April 24-26, 2019; **HOTEL Link CONFIRMED**

VII. Communication – Efren Espinoza **No updates.**

VIII. Legislative – Dana Wares **No updates.**

IX. Membership – Efren Espinoza **No updates.**

X. Old Business – Michael Braddon **No updates.**

XI. New Business – Michael Braddon **No updates.**

XII. Future Meeting Dates – BOD & Conference Committee
a. Wednesday, January 9th, 2019 @ 9:30 AM

XIII. Adjournment – Michael Braddon **Adjourned 10:30 AM**



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, January 9, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna and Efren

b. Absent: Bob, Allison, Bonnie and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 4: OBLIGATIONS TO TENANTS

The Property Manager shall treat all Tenants honestly and professionally when they are applying for, living in, and/or vacating a managed residence, including through the deposit refund process.

STANDARDS OF PROFESSIONALISM

- **4-1** The Property Manager shall offer all prospective Tenants a written application.
- **4-2** The Property Manager shall provide all Tenants with a copy of the signed rental agreement and extensions with all addendums attached.
- **4-3** The Property Manager shall make all disclosures as required by state and local laws and provide the Tenant an opportunity to complete a written condition report within 7 days of moving in.
- **4-4** The Property Manager shall respond promptly to requests for repairs.

4-5 The Property Manager shall provide a written deposit refund determination to the Tenant within the time prescribed by law after the Tenant has vacated a property. The Property Manager shall not cause any undue delay in refunding or accounting for the security deposit.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the December 5th, 2018 BOD Meeting.

Michael made motion to approve, Mark seconded. All in favor. Motion approved.



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

IV. Treasurer's Report – Bob Davie

- A. Bob Davie sending Application for NARPM Grant
- B. NOTE: New P.O. Box for CALNARPM June 2018
 - CALNARPM, PO Box 27831, San Diego, CA 92198-1831
- C. NOTE: Marriott - Napa, CA will be MORE EXPENSIVE

V. 2018-2019 Board –Michael Braddon - President

- A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED
 - Michael Braddon, President
 - Mark W. Scott, President-Elect (NEW)
 - Cheryl-Honorary Past President
 - Bob Davie, Treasurer
 - Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

- A. Exhibitor POSTCARD (MAIL by 12/3); **FLOOR PLAN (36) – (18) NOW PAID**
- B. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)
 - **"Registration is OPEN" Email Campaign Continuing ...**
- C. BROCHURES: Exhibitor / Attendee Brochure April 24-26, 2019
- D. This Year:
 - Elite Venue New Contract
 - Changed Web Server later in 2018 (Blue Hosting) **BIOS Needed**
 - Securing rights to www.calnarpm.org from Hero PM by July 1, 2019
 - Next Conference in Napa, CA: Marriott April 24-26, 2019
 - Affiliates as Room Monitors !!!
 - (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!
- E. RFP for Presentations (Michael) **Email Campaign Continuing ...**
- F. BIG TOPIC: Rent Control – Prop 10
- G. THEME & GRAPHICS: "WORK LIFE BALANCE"
- H. TAKE THE STAGE EVENT – Yes !!!
- I. Bringing extra LCD Projector(s)
- J. Volunteers bringing Laptops for workshops and main banquet room
- K. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)
- L. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!
- M. Scripts provided by Cheryl
- N. Room Monitors – Gold/Silver Exhibitors who Volunteer



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

O. KEYNOTE Speakers Suggestions (Bonnie): **CONFIRMED**

▪ **Four Seasons, Andy Propst, Marc Cunningham**

P. Graphic for Napa Marriott April 24-26, 2019; **HOTEL Link CONFIRMED**

VII. **Communication** – Efren Espinoza **No updates.**

VIII. **Legislative** – Dana Wares **No updates.**

IX. **Membership** – Efren Espinoza **No updates.**

X. **Old Business** – Michael Braddon **No updates.**

XI. **New Business** – Michael Braddon **No updates.**

XII. **Future Meeting Dates – BOD & Conference Committee**

a. **Wednesday, February 6th, 2019 @ 9:30 AM**

XIII. **Adjournment** – Michael Braddon **Adjourned 10:30 AM**



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, February 6, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

- a. Present: Michael, Mark, Cheryl, Donna, Bob, Allison, Bonnie and Efren
- b. Absent: Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 5: CARE OF MANAGED PROPERTIES

The Property Manager shall hold a high regard for the safety and health of those lawfully at a managed property and shall manage all properties in accordance with safety and habitability requirements of the local jurisdiction.

STANDARDS OF PROFESSIONALISM

- **5-1** The Property Manager shall not manage properties for Clients who refuse, or are unable, to maintain their property in accordance with safety and habitability requirements of the local jurisdiction.
- **5-2** The Property Manager shall terminate management of a property if the Client does not comply with habitability requirements.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the January 9th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

- A. Bob Davie sending Application for NARPM Grant
- B. NOTE: New P.O. Box for CALNARPM June 2018
 - CALNARPM, PO Box 27831, San Diego, CA 92198-1831
- C. NOTE: Marriott - Napa, CA will be MORE EXPENSIVE



2018-2019 CALNARPM Board of Directors

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Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

V. 2018-2019 Board –Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. IDEA of COORDINATOR (Proposed)

- NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
- Utilize existing relationship with Laurie @ Elite Venue
- NOTE: Too much to handle for a Volunteer Board

B. Exhibitor POSTCARD (MAIL by 12/3); FLOOR PLAN (36) – (20) NOW PAID

C. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)

- **"Registration is OPEN" Email Campaign Continuing ...**

D. BROCHURES: Exhibitor / Attendee Brochure MAILING 2/12/2020

E. Attendee & Exhibitor (Static) DATABASE: NEEDS to be UPDATED

F. This Year:

- Elite Venue New Contract
- **Web Server Live and Working** (Blue Hosting) **BIOS GOOD**
- Securing rights to www.calnarpn.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- Affiliates as Room Monitors !!!
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!

G. RFP for Presentations (Michael) 16 Workshops & 3 Keynote Speakers

H. BIG TOPIC: Rent Control – Prop 10

I. THEME & GRAPHICS: "WORK LIFE BALANCE"

J. TAKE THE STAGE EVENT – Yes !!!

K. Bringing extra LCD Projector(s)

L. Volunteers bringing Laptops for workshops and main banquet room

M. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)

N. Food Menu(s) – Donna Gary handling as Conference Chair 2019 !!

O. Scripts provided by Cheryl

P. Room Monitors – Gold/Silver Exhibitors who Volunteer

Q. KEYNOTE Speakers Suggestions (Bonnie): CONFIRMED

- **Four Seasons, Andy Propst, Marc Cunningham**

R. Graphic for Napa Marriott April 24-26, 2019; HOTEL Link CONFIRMED



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

VII. Communication – Efren Espinoza No updates.

VIII. Legislative – Dana Wares No updates.

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon No updates.

XII. Future Meeting Dates – BOD & Conference Committee
a. Wednesday, March 6th, 2019 @ 9:30 AM

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, March 6, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Bonnie and Efren

b. Absent: Allison and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 6: HANDLING OF FUNDS

The Property Manager shall hold all funds received on behalf of others in compliance with state law and shall not commingle the funds with personal or other business funds or use the funds for other than their intended purposes.

STANDARDS OF PROFESSIONALISM

- **6-1** The Property Manager shall keep appropriate records and shall prepare and furnish to the Client accurate and timely financial reports relating to the Client's rental and funds in accordance with the terms of the applicable management agreement.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the February 6th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. Bob Davie sent Application for NARPM Grant

B. NOTE: New P.O. Box for CALNARPM June 2018

▪ **CALNARPM, PO Box 27831, San Diego, CA 92198-1831**

C. NOTE: Marriott - Napa, CA ... will be MORE EXPENSIVE



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
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Bob Davie, Treasurer
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Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

V. 2018-2019 Board –Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**

B. CALL TO ACTION: Section 8 Statewide VOTED: ALL YES

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. Chapter Compliance (due 3/15) & Excellence (due 3/31)

- **Bob Davie has handled for several years THANK YOU !!!**
- **Michael to take over this year !!**

B. IDEA of COORDINATOR (Proposed)

- NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
- Utilize existing relationship with Laurie @ Elite Venue
- NOTE: Too much to handle for a Volunteer Board

C. Exhibitors: (36) – Only 5 Silver left

D. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)

- **"Registration is OPEN" Email Campaign Continuing ...**

E. BROCHURES: Exhibitor (PDF on Website) / Attendee Brochure ...

- **PSPRINT 2/21 & 2/28 w/ Laurie's assistance**

F. Attendee & Exhibitor (Static) DATABASE: UPDATED

G. This Year: GROUND GAME – DONNA !!!

- **Visit Hotel (Nick @ Marriott) w/ Efren**
- **Banners and Materials**
- **Food Menu(s) – Donna Gary (220 people; attendees & exhibitors)**
- **Food w/ Venders**

H. Conference issues:

- Elite Venue New Contract
- **Web Server Live and Working (Blue Hosting) BIOS GOOD**
- Securing rights to www.calnarpm.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- Affiliates as Room Monitors !!!
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!

I. RFP for Presentations (Michael) 16 Workshops & 3 Keynote Speakers

J. BIG TOPIC: Rent Control – Prop 10

K. THEME & GRAPHICS: "WORK LIFE BALANCE"

L. TAKE THE STAGE EVENT – Yes !!!



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- M. Bringing extra LCD Projector(s)
- N. Volunteers bringing Laptops for workshops and main banquet room
- O. **Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)**
- P. Scripts provided by Cheryl
- Q. Room Monitors – Gold/Silver Exhibitors who Volunteer
- R. KEYNOTE Speakers Suggestions (Bonnie): **CONFIRMED**
 - **Four Seasons, Andy Propst, Marc Cunningham**
- S. Graphic for Napa Marriott April 24-26, 2019; **HOTEL Link CONFIRMED**

VII. Communication – Efren Espinoza No updates.

VIII. Legislative – Dana Wares No updates.

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon

A. 2020 CALNARPM Conference – Southern California

- a. **Marriott Hotel ??? – February 2020 25th Annual Conference !!!**

XII. Future Meeting Dates – BOD & Conference Committee

- a. **Wednesday, March 20th, 2019 @ 9:30 AM**

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, March 20, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, and Allison

b. Absent: Bonnie, Efren and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 7: AREAS OF EXPERTISE

The Property Manager must provide competent service within his or her area of expertise, and refrain from the unauthorized practice of any other profession for which he or she is not licensed or qualified.

STANDARDS OF PROFESSIONALISM

- **7-1** The Property Manager shall perform only such services in such locations for which he or she is qualified and can reasonably be expected to perform with professional competence.
- **7-2** The Property Manager shall not perform and shall not represent that he or she can or will perform services outside of his or her area of expertise, particularly services that require a separate license or qualification – such as law, accounting, financial planning, construction, and/or contracting – unless the Property Manager independently possesses such license or qualification.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the March 6th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. Bob Davie sent Application for NARPM Grant

B. NOTE: New P.O. Box for CALNARPM June 2018

- CALNARPM, PO Box 27831, San Diego, CA 92198-1831



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

V. 2018-2019 Board –Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. Chapter Compliance (COMPLETED 3/15) & Excellence (due 3/31)

- **Bob Davie has handled for several years THANK YOU !!!**
- **Michael to take over this year !!**
- **NOTE: 2018 Board Meeting Minutes UPDATED**

B. IDEA of COORDINATOR (Proposed)

- NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
- Utilize existing relationship with Laurie @ Elite Venue
- NOTE: Too much to handle for a Volunteer Board

C. Exhibitors: (36) – SOLD OUT !!!

D. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)

- **"Registration is OPEN" Email Campaign Continuing ...**

E. BROCHURES: Exhibitor (PDF on Website) / Attendee Brochure ...

- PSPRINT 2/21 & 2/28 w/ Laurie's assistance
- **NOTE: 110 Registration SO FAR !!!**

F. CALNARPM Letter from the PRESIDENT (SENT)

G. Attendee & Exhibitor (Static) DATABASE: UPDATED

H. This Year: GROUND GAME – DONNA !!!

- **Visit Hotel (Nick @ Marriott) w/ Efren 3/11/2019**
- **Banners and Materials**
- **Food Menu(s) – Donna Gary (220 people; attendees & exhibitors)**
- **Food w/ Venders**

I. Conference issues:

- Elite Venue New Contract
- **Web Server Live and Working (Blue Hosting) BIOs GOOD**
- Securing rights to www.calnarpm.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- Affiliates as Room Monitors !!!
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!

J. RFP for Presentations (Michael) 16 Workshops & 3 Keynote Speakers

K. BIG TOPIC: Rent Control – Prop 10



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- L. **THEME & GRAPHICS: "WORK LIFE BALANCE"**
- M. **TAKE THE STAGE EVENT – Yes !!!**
- N. **Bringing extra LCD Projector(s)**
- O. **Volunteers bringing Laptops for workshops and main banquet room**
- P. **Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)**
- Q. **Scripts provided by Cheryl**
- R. **Room Monitors – Gold/Silver Exhibitors who Volunteer**
- S. **KEYNOTE Speakers Suggestions (Bonnie): CONFIRMED**
 - **Four Seasons, Andy Propst, Marc Cunningham**
- T. **Graphic for Napa Marriott April 24-26, 2019; HOTEL Link CONFIRMED**

VII. Communication – Efren Espinoza No updates.

VIII. Legislative – Dana Wares No updates.

IX. Membership – Efren Espinoza No updates.

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon

A. 2020 CALNARPM Conference – Southern California

- a. **Marriott Hotel– February 2020 25th Annual Conference !!! **NO****
- b. **Return to Riviera Palm Springs Feb 2020 !!! ALL VOTED: ***YES *****

XII. Future Meeting Dates – BOD & Conference Committee

- a. **Wednesday, April 3rd, 2019 @ 9:30 AM**

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, April 3, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Allison, Bonnie, Efren and Dana

b. Absent: NONE

II. NARPM® Code of Ethics – Michael Braddon – President

Article 8: COMMITMENT TO FIRM

The Property Manager shall act in the best interests of his or her property management Firm.

STANDARDS OF PROFESSIONALISM

- **8-1** The Property Manager shall not have any undisclosed conflict of interest with his or her Firm. If a conflict or potential conflict should arise, the Property Manager shall notify his or her Firm immediately.
- **8-2** The Property Manager shall not receive any form of compensation, rebates, or any other benefits without full disclosure to his or her Firm.
- **8-3** The Property Manager may not take or use any proprietary documentation, including but not limited to Client/Tenant lists, during or after his or her relationship with a Firm without express written consent from the Firm.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the March 20th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. Bob Davie sent Application for NARPM Grant

B. NOTE: New P.O. Box for CALNARPM June 2018

- CALNARPM, PO Box 27831, San Diego, CA 92198-1831



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

V. 2018-2019 Board –Michael Braddon - President

A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED

- Michael Braddon, President
- Mark W. Scott, President-Elect (NEW)
- Cheryl-Honorary Past President
- Bob Davie, Treasurer
- Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**
- **Proposed New Affiliate Chair 2020: Anne Lackey**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

A. Chapter Compliance (COMPLETED 3/15) & Excellence (due 3/31)

- **86 % Retention; 17% Growth**
- **Leadership Training – Mark W. Scott**
- **Bob Davie has handled for several years THANK YOU !!!**
- **Michael to take over this year !!**
- **NOTE: 2018 Board Meeting Minutes UPDATED**

B. IDEA of COORDINATOR (Proposed)

- NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
- Utilize existing relationship with Laurie @ Elite Venue
- NOTE: Too much to handle for a Volunteer Board

C. Exhibitors: (36) – SOLD OUT !!!

D. Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)

- **"Registration is OPEN" Email Campaign Continuing ...**

E. BROCHURES: Exhibitor (PDF on Website) / Attendee Brochure ...

- PSPRINT 2/21 & 2/28 w/ Laurie's assistance
- **NOTE: 150 Registration SO FAR !!!**

F. CALNARPM Letter from the PRESIDENT (SENT)

G. Attendee & Exhibitor (Static) DATABASE: UPDATED

H. This Year: GROUND GAME – DONNA !!! w/ Efren

- **Visit Hotel (Nick @ Marriott) w/ Efren 3/25/2019 REVISED**
- **Banners and Materials**
- **Attendee List & Badges - Michael & Donna**
- **Food Menu(s) – Donna Gary (260 people; attendees & exhibitors)**
- **Food w/ Venders**
- **Affiliates as Room Monitors !!!**

I. Conference issues:

- **Audio / Visual Contract – Negotiation with Bob & Michael**
- **Elite Venue New Contract**
- **Web Server Live and Working (Blue Hosting) BIOs GOOD**



2018-2019 CALNARPM Board of Directors

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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- Securing rights to www.calnarpm.org from Hero PM by July 1, 2019
- Next Conference in Napa, CA: Marriott April 24-26, 2019
- (36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!

J. RFP for Presentations (Michael) **16 Workshops & 3 Keynote Speakers**

- **Hotel Rooms for Speakers – Coordinate with Marriott**

K. BIG TOPIC: Rent Control – Prop 10

L. THEME & GRAPHICS: "WORK LIFE BALANCE"

M. TAKE THE STAGE EVENT – Yes !!!

N. Bringing extra LCD Projector(s)

O. Volunteers bringing Laptops for workshops and main banquet room

P. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)

Q. Scripts provided by Cheryl

R. Room Monitors – Gold/Silver Exhibitors who Volunteer

S. KEYNOTE Speakers Suggestions (Bonnie): **CONFIRMED**

- **Four Seasons, Andy Propst, Marc Cunningham**

T. Graphic for Palm Springs Riviera – February 19, 20&21, 2020 !!!

VII. Communication – Efren Espinoza **No updates.**

VIII. Legislative – Dana Wares **No updates.**

IX. Membership – Efren Espinoza **No updates.**

X. Old Business – Michael Braddon **No updates.**

XI. New Business – Michael Braddon

A. 2020 CALNARPM Conference – Southern California

- a. Returning to Riviera Palm Springs Feb 19, 20&21, 2020 !!!**
- b. CONTRACT SIGNED !!!**



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

XII. Future Meeting Dates – BOD & Conference Committee

a. Wednesday, April 17th, 2019 @ 9:30 AM

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, April 17, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

- a. Present: Michael, Mark, Cheryl, Donna, and Bob
- b. Absent: Allison, Bonnie, Efren and Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 9: RELATIONS WITH OTHER PROPERTY MANAGERS

The Property Manager shall not knowingly or recklessly make false or misleading statements about other property managers or their business practices, or otherwise attempt to take business from other property managers by deceptive means.

STANDARDS OF PROFESSIONALISM

- **9-1** The Property Manager shall deal with other property managers in an honest and professional manner and shall not knowingly engage in any practice or take any action against a property manager in an un-businesslike manner.
- **9-2** The Property Manager shall not knowingly interfere with other property managers' contract rights, including by taking actions inconsistent with exclusive agreements that other property managers have with their clients. This does not preclude the Property Manager from otherwise soliciting potential Clients or making general announcements about his or her own services. For purposes of this Code, a general announcement may be defined as a general telephone canvass or a general mailing or distribution addressed to all prospects in a given geographical area or in a specific profession, business, club, organization, or other classification or group. This Code does not restrict fair and reasonable competition among property managers.
- **9-3** In the event of a controversy between Property Managers with different Firms, the Property Manager of the Firm shall use best efforts to resolve the dispute prior to litigation.
- **9-4** The Property Manager shall not obtain or use the proprietary materials or work of a competing management Firm without the express written permission of that Firm.
- **9-5** The Property Manager shall cooperate with other property managers when it is in the best interests of the Client or Tenant to do so.



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Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the April 3rd, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

- A. Bob Davie sent Application for NARPM Grant
- B. NOTE: New P.O. Box for CALNARPM June 2018
 - CALNARPM, PO Box 27831, San Diego, CA 92198-1831

V. 2018-2019 Board – Michael Braddon - President

- A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED
 - Michael Braddon, President
 - Mark W. Scott, President-Elect (NEW)
 - Cheryl-Honorary Past President
 - Bob Davie, Treasurer
 - Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**
 - **Proposed New Affiliate Chair 2020: Anne Lackey**

VI. CALNARPM 2019 Conference Committee – Michael Braddon

- A. **NARPM (2) Classes – Materials on route to Mark W. Scott**
- B. **OPEN Exhibitor Registration for Palm Springs Riviera 2020 !!!**
- C. **Chapter Compliance (COMPLETED 3/15) & Excellence (due 3/31)**
 - **86 % Retention; 17% Growth**
 - **Leadership Training – Mark W. Scott**
 - **Bob Davie has handled for several years THANK YOU !!!**
 - **Michael to take over this year !!**
 - **NOTE: 2018 Board Meeting Minutes UPDATED**
- D. **IDEA of COORDINATOR (Proposed)**
 - NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
 - Utilize existing relationship with Laurie @ Elite Venue
 - NOTE: Too much to handle for a Volunteer Board
- E. **Exhibitors: (36) – SOLD OUT !!!**
- F. **Early Registration OPEN (LIVE) - 2019 Registration (Laurie@EliteVenu)**
 - **"Registration is OPEN" Email Campaign Continuing ...**
- G. **BROCHURES: Exhibitor (PDF on Website) / Attendee Brochure ...**
 - **PSPRINT 2/21 & 2/28 w/ Laurie's assistance**



▪ **NOTE: 150 Registration SO FAR !!!**

H. CALNARPM Letter from the PRESIDENT (SENT)

I. Attendee & Exhibitor (Static) DATABASE: UPDATED

J. This Year: **GROUND GAME – DONNA !!! w/ Efren**

- **Visit Hotel (Nick @ Marriott) w/ Efren 3/25/2019 REVISED**
- **Banners and Materials**
- **Attendee List & Badges - Michael & Donna**
- **Exhibitor Booth Assignments (Allison / Michael)**
- **Food Menu(s) – Donna Gary (260 people; attendees & exhibitors)**
- **Food w/ Venders**
- **Affiliates as Room Monitors !!!**

K. Conference issues:

- **Audio / Visual Contract – Negotiation with Bob & Michael**
- **Elite Venue New Contract**
- **Web Server Live and Working (Blue Hosting) BIOs GOOD**
- **Securing rights to www.calnarpn.org from Hero PM by July 1, 2019**
- **Next Conference in Napa, CA: Marriott April 24-26, 2019**
- **(36) Affiliate Sponsorships AVAILABLE NOW (same pricing) !!!**

L. RFP for Presentations (Michael) **16 Workshops & 3 Keynote Speakers**

- **Hotel Rooms for Speakers – Coordinate with Marriott**

M. BIG TOPIC: Rent Control – Prop 10

N. THEME & GRAPHICS: "WORK LIFE BALANCE"

O. TAKE THE STAGE EVENT – Yes !!!

P. Bringing extra LCD Projector(s)

Q. **Volunteers bringing Laptops for workshops and main banquet room**

R. **Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)**

S. Scripts provided by Cheryl

T. Room Monitors – Gold/Silver Exhibitors who Volunteer

U. KEYNOTE Speakers Suggestions (Bonnie): **CONFIRMED**

- **Four Seasons, Andy Propst, Marc Cunningham**

V. Graphic for Palm Springs Riviera – February 19, 20&21, 2020 !!!

VII. Communication – Efren Espinoza **No updates.**

VIII. Legislative – Dana Wares **No updates.**

IX. Membership – Efren Espinoza **No updates.**



2018-2019 CALNARPM Board of Directors

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Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

X. Old Business – Michael Braddon No updates.

XI. New Business – Michael Braddon

A. 2020 CALNARPM Conference – Southern California

a. Returning to Riviera Palm Springs Feb 19,20&21, 2020 !!!

b. CONTRACT SIGNED !!!

B. Social Media Posts – REVISE/ENHANCE NEXT YEAR 2020

XII. Future Meeting Dates – BOD & Conference Committee

a. Wednesday, May 1st & 29th, 2019 @ 9:30 AM

XIII. Adjournment – Michael Braddon Adjourned 10:30 AM



2018-2019 CALNARPM Board of Directors

Michael Braddon, President
Cheryl Chase-Berkson, 2016-2017 Honorary Past President
Mark W. Scott, President-Elect
Donna Gary, Secretary
Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

Minutes

2018-2019 Board Meeting & Conference Committee

Wednesday, May 1st & 29th, 2018

Conference Call 9:30 a.m.

Teleconference - Phone number: (605) 475 4800 code: 717633#

I. Call to Order/Introductions – Michael Braddon – President

Called to order 9:30 AM

a. Present: Michael, Mark, Cheryl, Donna, Bob, Anne Lackey, Allison and Efren

b. Absent: Dana

II. NARPM® Code of Ethics – Michael Braddon – President

Article 10: TRUTH IN ADVERTISING

The Property Manager shall ensure that all advertising is clear and forthright and includes only accurate and truthful statements about the property or services advertised.

STANDARDS OF PROFESSIONALISM

- **10-1** Regardless of the type of media used, advertising content shall be truthful and honest at all times.
- **10-2** No property shall be offered as “For Rent” without the actual permission of the Client. If an unlisted property is offered, permission must be obtained from the owner.
- **10-3** Disclosure must be made to all parties if information gathered through electronic advertising media may be sold to an outside party.
- **10-4** All marketing materials, whether printed or electronic, shall comply with state laws.

III. Secretary's Report – Michael Braddon - President

Vote needed to approve the Minutes of the April 17th, 2018 BOD Meeting.

Michael made motion to approve, Bob seconded. All in favor. Motion approved.

IV. Treasurer's Report – Bob Davie

A. NOTE: New P.O. Box for CALNARPM June 2018

- CALNARPM, PO Box 27831, San Diego, CA 92198-1831

B. Bob Davie (Proforma) reported ~\$45K balance 2018; ~\$43K balance 2019

- Filter Easy to contribute \$2.5K



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Bob Davie, Treasurer
Allison Disarro, Affiliate Director
Donna Gary, Conference Chair
Michael Braddon, Acting Education Director
Dana Wares, Legislative Director
Efren Espinoza, Membership/Communications Co-Director

- **NARPM Classes to contribute ~\$1K**

V. 2018-2019 Board –Michael Braddon - President

- A. BOD slate of candidates sent out June 30, 2018 for email VOTE; APPROVED**
 - Michael Braddon, President
 - Mark W. Scott, President-Elect (NEW)
 - Cheryl-Honorary Past President
 - Bob Davie, Treasurer
 - Donna Gary, Secretary (NEW); **NEW Conference Chair 2019**
 - **Proposed New Affiliate Chair 2020: Anne Lackey**
- B. CALNARPM 2019-2020 Search for President-Elect STARTED**

VI. CALNARPM 2020 Conference Committee – Michael Braddon

- A. OPEN Exhibitor Registration for Palm Springs Riviera 2020 !!!**
- B. IDEA of COORDINATOR (Proposed)**
 - NOT \$20k per year (Sterling) but an Overall Guiding Coordinator
 - Utilize existing relationship with Laurie @ Elite Venue
 - NOTE: Too much to handle for a Volunteer Board
- C. Mark W. Scott – President 2019-2020 as of July 1, 2019**
- D. Recommend LIVE MUSIC Next Years !! (Michael)**
- E. Renew/Revise Contract with Laurie @ Elite Venue !!!**

VII. CALNARPM 2019 Conference Committee – Michael Braddon

- A. Great Conference Napa Marriott April 24-26, 2019!!!**
 - Loved our Keynote Speakers
 - Gail, National NARPM CEO, positive comments
 - Good Mentoring
- B. Exhibitors: (36) – SOLD OUT !!!**
- C. Attendess: (196+)**
- F. Attendee & Exhibitor (Static) DATABASE: UPDATED**
- G. RFP for Presentations (Michael) 16 Workshops & 3 Keynote Speakers**
 - **Hotel Rooms for Speakers – Coordinate with Marriott**
- H. Presidents Gifts (Michael) & Reception (Michael hosting this year !!!)**
- I. Room Monitors – Gold/Silver Exhibitors who Volunteer**
- J. KEYNOTE Speakers Suggestions (Bonnie): CONFIRMED**
 - **Four Seasons, Andy Propst, Marc Cunningham**
- K. Graphic for Palm Springs Riviera – February 19, 20&21, 2020 !!!**



2018-2019 CALNARPM Board of Directors

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Efren Espinoza, Membership/Communications Co-Director

VIII. Communication – Efren Espinoza No updates.

IX. Legislative – Dana Wares No updates.

X. Membership – Efren Espinoza No updates.

XI. Old Business – Michael Braddon No updates.

XII. New Business – Michael Braddon

A. 2020 CALNARPM Conference – Southern California

- a. Returning to Riviera Palm Springs Feb 19,20&21, 2020 !!!**
- b. CONTRACT SIGNED !!!**

B. Social Media Posts – REVISE/ENHANCE NEXT YEAR 2020

C. Proposed written (current practice) Corporate Sponsor Policy – 3 Rules

- a. Must have contributed to CALNARPM (Volunteering)**
- b. Held Exhibitor Gold/Silver Status 3 out of 5 Years**
- c. Good Standing with NARPM**
- d. NOTE: We reserve the right to choose who is our Corporate Sponsors.**

XIII. Future Meeting Dates – BOD & Conference Committee

- a. Wednesday, June 26th, 2019 @ 9:30 AM**

XIV. Adjournment – Michael Braddon Adjourned 10:30 AM