

**Sacramento Chapter**

**Board of Director’s Minutes**

**October 9, 2013**

CALL MEETING TO ORDER

The meeting is called to order 9:00 am.

**MEMBERS**

President: Bob Thomas

Vice President: Janelle Nord

President Elect: Shawn Collins

Secretary: Alejandro White

Treasurer: Janet S. Regan

Education Chair: Shawn Collins

Membership Chair: Debbie Loffman

Legislative Chair: Leilani Rosenblatt

Affiliate Chair:

Publications Chair: Shawn Collins

Events Coordinator: Bev Hoeft

Social Media Chair: Andy Pokorny

Directors: Deborah Henning

Derek Clark

Roger Cornette

Past President Sarah Laroa

\*Members that arrived after the meeting was called to order. Underlined: Not Present

**PRESIDENT’S REPORT** –Bob Thomas

The contact list in Constant Contact is now up to 345 people.

Maherah is working to make sure all our compliance paperwork is completed and submitted.

Shawn and Maherah are putting together the directory for 2014, they are also working to tie the vendor invoicing into constant contact.

Janet will be ordering the awards to be presented in the January 2014 luncheon.

**PRESIDENT ELECT’S REPORT-** Shawn Collins

The election committee has confirmed the following nominees for 2014:

VP Derek Clark

Secretary Michelle McGraw

Treasurer Janet Regan

Director Janelle Nord

Director Roger Cornette

Director Deborah Henning

Shawn is working to have a class with the city and county inspectors in Sacramento and the surrounding cities. This may include representatives from Sacramento, Rancho Cordova, and Elk Grove and Sacramento County.

Shawn is also preparing to register for 2 classes to be put on with the help of NARPM. The plan needs to be submitted to national at least 5 months in advance.

**TREASURER’S REPORT** – Janet S. Regan

The tax information is being submitted and we have everything we need. We are still working to produce a P and L statement; there are many entries that still need to be made.

**EDUCATION CHAIR** –

We are planning the legal update for Dec. 11th. Gary Link, Tom Hogan, KTS, and Michele Giguiere have all confirmed participation in the class.

**PUBLICATIONS CHAIR** – Shawn Collins

The directory is nearing completion.

**AFFILIATE CHAIR** – Not Present

**MEMBERSHIP CHAIR** – Debbie Loffman

It would be very helpful to have a nice professional pamphlet about SACNARPM that could be handed to interested parties.

**EVENT COORDINATOR-** Bev Hoeft

## Bev is looking to confirm a date to hold the Christmas party at the Blue Cue. We are planning on providing heavy appetizers and possibly a drink ticket.

## **ETHICS DISCUSSION-**

***NARPM® Professional Members shall refrain from criticizing other property managers or their business practices***.

* **9-1** The Property Manager shall treat all 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.

**ACTION ITEMS:**

**1. We will be paying $180 to SAR in order to be signed up as an affiliate. Shawn will be filling out the paperwork and we may need to design something to go into SAR’s directory.**

**APPROVED MOTIONS:**

**1. Janet Regan proposed we invest up to $1000 in the creation, printing and distribution of two pamphlets. One pamphlet will discuss the benefits of, and how to join SACNARPM for Property Managers, the other will discuss similar material in reference to becoming an affiliate member. This motion was seconded by Alejandro White and approved by all board members present. This project will be headed by Deborah Henning and we are hoping to be reimbursed $500 by NARPM.**

## **Meeting adjourned at 10:20.**