

**NARPM - SANTA CLARA COUNTY CHAPTER  
BOARD OF DIRECTORS MEETING  
Thursday, September 4th, 2014 12:00pm-1:30pm**

**MINUTES**

**Board Members Present:** Lisa Fairlie (President), Chris Cossitor (President Elect), Robert Collins (Past President), Melissa Riqueros (Vice President), Joi Walker (Secretary), Brad Bonnifield (Treasurer), Steve Han (Director at Large)

Board Members Absent: none

**Executive Committee / Leadership Team Members Present:** Steve Han (Membership Coordinator), Dave Kraszewski (Affiliate Chair), John Bowen (Legislative & State/National News)

Executive Committee / Leadership Team Members Absent: Andrea Caldwell, Kathryn Pelling, Bob Basso, Julie Collins, Gary Walker, Greg Goodman, Anne-Michelle Frances

Meeting called to order at 12:01 PM by Lisa Fairlie

**Approval of Minutes** – August 2014 Minutes. Joi Walker motioned approval as written, Chris Cossitor 2<sup>nd</sup>, Motion carried.

**Treasurer's Report** (Brad Bonnifield)

- 45 paid members, 2 free members, 3 staff members, and 10 members on promo.
- 68 paid affiliates, 4 free, non-profit affiliates
- Reminder to bring flyer stands, nametags, tickets, and ticket barrel.
- Application for Advertising Grant sent to National. Awaiting \$500 reimbursement.

**Membership Report** (Steve Han)

- Note cards, envelopes, and stamps are in. 10 of each are given to everyone that attended this Board meeting to go out to property managers by next board meeting.
- Steve to send e-mail to non-professional members about online Ethics class availability

**Communication/Website Report** (Kathryn Pelling) - Absent, no report

**Certification/Education Report** (Andrea Caldwell)

- NARPM 101 Class to sponsor with SCCAOR—"NARPM and SCCAOR Present Property Management 101" on November 7<sup>th</sup>. This is a NARPM designation class, but not CalBRE continuing education class. Instructor = Michelle Horneff-Cohen (from SF).

**Affiliate Report:** (Bob Basso / Dave Kraszewski)

- SCCAOR Tradeshow: Thursday, 10-2-14, 9:30am to 3:30pm. Santa Clara Convention Center (5001 Great American Parkway, Santa Clara.) Free for SCCAOR members who pre-register by August 26<sup>th</sup>. After it's \$10 at the door.

- We received the pull up banner for the booth, but are waiting for National to deliver handouts and other miscellaneous items.
- Steve will get two \$50 American Express gift cards for the raffle.
- Discussion about a spin for prizes wheel and/or other giveaways in the budget for 2015.
- 9-10am slot (set-up) – Bob and Robert
- 10-11am slot – Chris C and Greg Goodman
- 11-12am slot – Lisa + Steve
- 12-1pm slot – Joi + Andrea
- 1-2pm slot – Dave K and Brad
- 2-3pm slot – Brad and Chris C
- 3-4pm slot (take-down) – Dave K and Rob

**Legislative and State/National News Report** (John Bowen and Julie Collins)

- Discussion about inviting Joseph Weinstein to be involved in the Legislation coordinator for the Board. He is on the SCCAOR legislative board.

**July Coordinator/Chair Report:** (Gary Walker / Greg Goodman) – Absent, no report.

**Holiday Party:** (Anne-Michelle Francis) - Absent

- Anne-Michelle confirmed Wednesday, December 10<sup>th</sup> date, with Three Flames
- Discussion about iPad raffle. Board agreed a good idea to do iPad raffle again
- Anne-Michelle confirmed the same Casino company and DJ

**Miscellaneous:**

- Chapter Excellence submitted to National by Lisa Fairlie on 7-9-14.
- Greeters at next meeting will be Chris, Joi and Robert.
- Lisa will work on new bylaws next year in Chris's term.
- Discussion about NARPM MLS, not deemed feasible, no further discussion planned.

**Speaker Schedule:**

- September 18<sup>th</sup> – Jean Storms
- October 16<sup>th</sup> – TENATIVE – Rentmetrics.
- November 20<sup>th</sup> – Andy Propst - Marketing
- December 17<sup>th</sup> - No Meeting – Holiday Party