

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2020

Open to Public Inspection

A For the 2020 Calendar year, or tax year beginning 2020-01-01 and ending 2020-12-31

B Check if available

- Terminated for Business
- Gross receipts are normally \$50,000 or less

C Name of Organization: NATIONAL ASSOCIATION OF
RESIDENTIAL PROPERTY MANAGERS
PO Box 7735, Missoula, MT,
US, 59807

D Employee Identification
Number 74-2712771

E Website:

www.westernmontana.narpm.org

F Name of Principal Officer: Mercedes Price

PO Box 7735, Missoula, MT,
US, 59807

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

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National Association of Residential Property Managers

Western Montana Chapter NARPM
PO Box 7735
Missoula, MT 59807

Western MT Chapter NARPM 2020 Year End Financial Statement

Bank Account Balance:	
As of 01/01/2020	\$4,970.25
Income:	
2020 Income Total	\$4,013.75
Expenses:	
2020 Expense Total	\$3,145.88
Net Income:	
2020 Year End Total	+\$867.87
Bank Account Balance:	
As of 12/31/2020	\$5,838.12

Prepared and Submitted by Chapter Treasurer: Mercedes Price Date: 01/04/2020



National Association of Residential Property Managers

Western Montana Chapter NARPM
PO Box 7735
Missoula, MT 59807
NARPM 2021 Projected Budget

Beginning Balance: **\$5,822.57**

Income:

Lunch Income	\$1,600.00
CE Income	\$3,000.00
Affiliate Membership Income	\$2,000.00
NARPM Grant	\$500.00
Income Total	\$7,100.00

\$12,922.57

Expenses:

Lunch Expenses	(\$925.00)
U.S.P.S.	(\$134.00)
Printing Costs	(\$250.00)
CE Expenses	(\$2,500.00)
Secretary of State	(\$20.00)
MOR Membership	(\$500.00)
Expense Total	(\$4,329.00)

Ending Balance: **\$8,593.57**

Prepared and Submitted by Chapter Treasurer: Mercedes Price Date: 1/19/2021



Western Montana Chapter of National Association of Residential Property Managers
Thursday, January 16st, 2020 11:30 am
Rumour Restaurant
1855 Stephens, Missoula, MT

AGENDA

1130 am – 12pm Networking and Socializing

Meeting starts 12 pm

1. Welcome Members and Guests
2. Purpose and Overview

Mission

NARPM® provides resources for residential property management professionals, who desire to learn, grow and build relationships

3. **Introductions – *Best gift you received for Christmas?***
4. **Code of Ethics – 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.
5. Approval of last meeting minutes and Treasurer's reports
6. Leadership/committee Reports –
 - a. NARPM National Class update - Survey Monkey Results
7. Announcements –
 - a. Still looking for a speaker for November's meeting
 - b. Open floor to other announcements
8. Speaker – Melissa Sharone
9. Next meeting March 19, 2020
10. Closing

It is the policy of the NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM® membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates, fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM® shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.



Western Montana Chapter of National Association of Residential Property Managers
Thursday, March 19th, 2020 11:30 am
Rumour Restaurant
1855 Stephens, Missoula, MT

AGENDA

1130 am – 12pm Networking and Socializing
Meeting starts 12 pm

1. Welcome Members and Guests
2. Purpose and Overview

Mission

NARPM® provides resources for residential property management professionals, who desire to learn, grow and build relationships

3. Introductions – *Spring Break Plans?*

4. Code of Ethics – 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.

5. Approval of last meeting minutes and Treasurer's reports
6. Leadership/committee Reports –
 - a. CE Class update - Travis Martinez
 - b. Open floor to other announcements
7. Speaker – David Liegakos, Pure Air Solutions
8. Next meeting: May 21st 2020
9. Closing

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National Association of Residential Property Managers

Greater Montana Chapter of NAPM

PO Box 7735

Missoula, MT 59807

MEETING MINUTES

July 16th 2020

Meeting was called to order at 12:00 by Sabrina Murphy with MT Properties Group

Attendees included Chira Gingerelli-Hegg of Summit Property Management, Sabrina Murphy of MT Properties Group, Travis Martinez of Greener Montana Properties Annie Kremin-Eckert of Topher Realty and Mercedes Price of Summit Property Management,

The Minutes of the January 17 meeting were provided and approved.

The Treasurer report was provided and approved.

Annie Kremin-Eckert read code of ethics Article 5.

1. Code of Ethics – 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.

Announcements:

1. Approval of last meeting minutes and Treasurer's Report. - Approved.
2. CE Class Update from Travis Martinez.
3. Annie Kremlin, Board of Housing vouchers available for COVID relief and nominations needed for upcoming election in September.

The September NARPM meeting is September 17.2020.

Speaker was : Tedd Hess-Homeier, H&H Evictions.

Meeting was adjourned.Sabrina Murphy

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Western Montana Chapter of National Association of Residential Property Managers

Thursday, November 19, 2020 12:00 pm

GoToMeeting

Meeting starts 12 pm

1. Welcome Members and Guests
2. Purpose and Overview

Mission

NARPM® provides resources for residential property management professionals, who desire to learn, grow and build relationships

3. **Introductions – Welcome to the new normal!**
4. **Code of Ethics – Article 8: COMMITMENT TO THE 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.

5. Approval of last meeting minutes and Treasurer's reports

6. Leadership/committee Reports –

- a. Announcing your 2021 Western Montana NARPM Chapter Leaders:

President: Tom Hurd, Rent Smart Missoula LLC (tom@rentsmartmissoula.com)
President-Elect: Amanda Bragg, Centana Property management LLC (Amanda@rentbuttemt.com)
Secretary: Mary Hurd, Rent Smart Missoula LLC (mary@rentsmartmissoula.com)
Treasurer: Mercedes Price, Summit Property Management (mercedes@rentspm.com)
Education Chair: Travis Martinez, Greener Montana Properties (travis@greenermt.com)
Affiliate Chair: Paul Heihn, NorthWest Collectors (paul@nwcollectors.com)
Membership Coordinator: Sabrina Murphy, MT Properties Group (sabrina@mt-properties.com)
Legislative Chair: Chris Mockel, Topher Realty (Chris@Topherrealty.com)
Website Chair: Cindee Jessop, Cardinal Properties Inc 9cindee@cardinalproperties.net)
Past President: Annie Kremin-Eckert, Topher Realty (Annie@TopherRealty.com)

- b. CE Class update - Travis Martinez

7. Speaker – Matt Cavanaugh, Five Valleys Restoration.
8. Next meeting: TBD
9. Closing

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National Association of Residential Property Managers

Greater Montana Chapter of NAPM

PO Box 7735

Missoula, MT 59807

BOARD MEETING MINUTES

January 16th, 2020

Rumours Restaurant Missoula MT

Meeting was called to order at 11:30 by _____

Attendees included Chira Gingerelli-Hegg of Summit Property Management, Aaron Gingerelli of Summit Property Management, Paul Heihn of Northwest Collectors, Cindee Jessop of Cardinal Properties, Josh Plum of Plum Property Management, Annie Kremin-Eckert of Topher Realty and Guest: **Melissa Sharone of First Rate Property Management**

Announcements:

New Business:

Meeting was adjourned.

Annie Kremin-Eckert



National Association of Residential Property Managers

Greater Montana Chapter of NARPM

PO Box 7735

Missoula, MT 59807

BOARD MEETING MINUTES

April 16th, 2020

Everyone's computer screen

Meeting was called to order at 10:00 by Sabrina Murphy

Attendees included Sabrina Murphy of MT Properties Group, Chira Gingerelli-Hegg of Summit Property Management, Mercedes Price of Summit Property Management, Paul Heihn of Northwest Collectors, Cindee Jessop of Cardinal Properties, Annie Kremin-Eckert of Topher Realty, Travis Martinez of Greener Montana Properties, Tom Hurd of Rent Smart Property Management and Mary Hurd of Rent Smart Property Management.

The Minutes of the January 16, 2020 presented (via email) were approved.

The Treasurer report was provided (via email) and approved.

Announcements:

Education for this month has been canceled due to COVID19. Realty Board approved conducting education via webinar.

Rent Strike now has a Facebook presence in the Missoula market. Several property management companies have been mentioned on the site and formations of smaller groups based on management company.

The April 17th rental assistance funding up to \$500.00 has been exhausted.

Next Board meeting August 2020, date and time as we get closer.

New Business:

Narpm National is still on schedule for May, and the Board decided to postpone until further notice. Our next luncheon meeting will be held via Zoom. We will get a new contract with Bruno for the Trust Class conducted as a webinar. We will keep the cost the same.

Mark & Anne Lackey of Hire Smart VAs will be conducting a Balancing Work/Life - Hacks for Working from Home. There are no CE credits for this class, but timely information for all.

Board agreed to host a one hour COVID19 webinar for one hour CE credit. Time and date to be announced.



*Western Montana Chapter of
National Association of Residential Property Managers
Board Meeting
Thursday, July 17th 2020 10:00 am
GoToMeeting*

AGENDA
Meeting starts 11 am

- 1) **Introductions/roll call of those present** attendees: Sabrina, Mercedes, Travis, Annie, Chira.
- 2) **Approval of last meeting minutes and Treasurer's reports - Approved**
April 2020 Mtg minutes -

Discussion Points

- 1) Education:
 - a) Travis - Current plan for this Fall/Winter education - **Travis is looking to add at least one more CE class before renewals. Also still looking to do a business panel workshop as a CE class.**
 - 2) COVID-19:
 - a) Updates - **Most members are not seeing a huge influx of non-payments currently. Annie brought up MT Board of Housing money still available and that she is sending the flyer out with her 3 day notices.**
 - 3) Elections - **Positions needed to fill are President Elect, New Member Chair and Legislative Chair. We will email out for nominations in the coming weeks and check with Mary that she will retain her Secretary position.**
 - 4) 2020 Bi laws - **Reviewed by all and Annie requested if there should be a separate sheet that new members need to sign to abide by updated Bi Laws.**
-
- 3) Next meeting 8.11.20 @ 11 am
 - 4) Closing @ **11:45 am**

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*Western Montana Chapter of
National Association of Residential Property Managers
Board Meeting
Thursday, December 10 2020 12:00 pm
GoToMeeting*

AGENDA
Meeting starts 11 am

- 1) Introductions/roll call of those present:** Amanda Bragg, Annie Kremin, Chira Gingerelli-Hegg, Chris Mockel, Mercedes Price, Paul Heihn

- 2) Approval of last meeting minutes and Treasurer's reports: APPROVED**
July 2020 Mtg minutes
NARPM Treasurer's Report 12-2020

Discussion Points

- Tom will be contacting Melissa Sharone, NARPM NW Region RVP, to set up the January 2021 meeting. To include induction & strategic planning. Possibly a CE class at the same time.
- Discussed COVID and if we should continue planning all meetings virtually. The Board agrees we should continue as such and maybe look into doing some meetings permanently to be able to include more of the State.

3) Next meeting: TBD

4) Closing: 12:15 pm

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National Association of Residential Property Managers

4. 2021 Chapter Leaders were announced:

President: Tom Hurd, Rent Smart Missoula LLC (tom@rentsmartmissoula.com)

President-Elect: Amanda Bragg, Centana Property management LLC (Amanda@rentbuttemt.com)

Secretary: Mary Hurd, Rent Smart Missoula LLC (mary@rentsmartmissoula.com)

Treasurer: Mercedes Price, Summit Property Management (mercedes@rentspm.com)

Education Chair: Travis Martinez, Greener Montana Properties (travis@greenermt.com)

Affiliate Chair: Paul Heihn, NorthWest Collectors (paul@nwcollectors.com)

Membership Coordinator: Sabrina Murphy, MT Properties Group (sabrina@mt-properties.com)

Legislative Chair: Chris Mockel, Topher Realty (Chris@Topherrealty.com)

Website Chair: Cindee Jessop, Cardinal Properties Inc (9cindee@cardinalproperties.net)

Past President: Annie Kremin-Eckert, Topher Realty (Annie@TopherRealty.com)

5. Annie Kremin made a motion to renew our affiliate membership with MOR for another term. The motion was approved.

Speaker was : Matt Cavanaugh - Five Valleys Restoration

Meeting was adjourned.Sabrina Murphy

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Western Montana Chapter of National Association of Residential Property Managers

Wednesday 27 2021 12:00 pm

GoToMeeting

Meeting starts 12 pm

1. Welcome Members and Guests
2. Purpose and Overview

Mission

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3. **Introductions – Welcome to the new normal!**
4. **Code of Ethics – Article 8: COMMITMENT TO THE FIRM**

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STANDARDS OF PROFESSIONALISM

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5. Approval of last meeting minutes and Treasurer's reports
6. Leadership/committee Reports –

a. Announcing your 2021 Western Montana NARPM Chapter Leaders:

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Past President: Annie Kremin-Eckert, Topher Realty (Annie@TopherRealty.com)

b. CE Class update - Travis Martinez

7. Speaker – Matt Cavanuagh, Five Valleys Restoration.
8. Next meeting: TBD
9. Closing

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