

Certificate of Compliance

This certifies that the

Atlanta Chapter

Has successfully met the requirements and is in full compliance
with standards set for a local chapter by the
National Association of Residential Property Managers.

12/14/2009


2009 President



National Association of Residential Property Managers


Executive Director



National Association of Residential Property Managers

Chapter Certificate of Compliance Checklist

Due December 1, 2009

PURPOSE: NARPM® must ensure that chapters are viable entities, capable of delivering the services expected by members of the Association. Chapter leadership must be accountable for their fiduciary and legal duties. This form can be downloaded in form fill edition at <http://www.narpm.org/chapter-services/support-services.html> and click on 2009 Chapter Certificate of Compliance

The undersigned officers of the NARPM® Atlanta Chapter certify that the chapter completed this Certificate of Compliance and submitted the required documents as noted on this certificate.

GOVERNANCE REPORTING	
1.	Attach a list of the names and positions of the upcoming Board of Directors and committee chairs for the Chapter (Must be submitted to reach chapter compliance)
2.	Have chapter bylaws changed this year? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> If yes, attach copy to this report and highlight changes. (Must be submitted to reach chapter compliance)
3.	Have chapter articles of incorporation changed this year? Y <input type="checkbox"/> N <input checked="" type="checkbox"/> If yes, attach copy to this report and highlight changes. (Must be submitted to reach chapter compliance)
4.	Attach copies of minutes for each Board of Directors meeting. Chapters are required to meet and maintain corporate minutes and other records as designated by state law and chapter bylaws. (Must be submitted to reach chapter compliance)
5.	Chapter officers assume their respective offices: January 1 <input checked="" type="checkbox"/> Other: Specify
6.	Date of fiscal year: Calendar year <input checked="" type="checkbox"/> Other: Specify
7.	The chapter maintains a minimum membership of seven (7) NARPM® Professional/Support Staff members. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> (Must be maintained to reach chapter compliance)
8.	Does the chapter maintain a FDIC bank account in the chapter's corporate name Y <input checked="" type="checkbox"/> N <input type="checkbox"/> (Must be submitted to reach chapter compliance) Name of Banking Institution: Wachovia Bank
9.	The chapter has filed a Corporate Annual Registration Report/Renewal for the state in which it is registered for this calendar year? *Send NARPM® an up to date copy of corporate annual registration report/renewal (Must be submitted to reach chapter compliance) Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If not required check here <input type="checkbox"/> Other reason:
10.	Effective 2010, local/state chapter Presidents, or their designee, must participate in a minimum of three of the quarterly Regional conference calls. In 2009, did your chapter participate in these calls? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

	CHAPTER FINANCIAL REPORTING
11.	Attach copy of financial statement for current year. (Must be submitted to reach chapter compliance)
12.	Attach copy of proposed annual budget for the following year. (Must be submitted to reach chapter compliance)
13.	Attach copy of federal tax return. (Must be submitted to reach chapter compliance) If no return attached: Not required <input checked="" type="checkbox"/> Other reason
14.	Beginning in 2008, small tax-exempt organizations that previously were not required to file returns risk losing their tax-exempt status if they do not file an annual electronic notice (e-Postcard) form 99-N. (more information can be found at www.irs.gov/charities). Did the chapter file notice? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If no, why not:

	CHAPTER PLANNING
15.	Attach a copy of chapter's annual calendar of events for the following year.
16.	The Chapter President-Elect attended the training sessions at the national leadership training session prior to taking office. Y <input type="checkbox"/> N <input checked="" type="checkbox"/> If no, state why not: Could not attend due to schedule conflict
17.	Did chapter communicate at least four times during the year with members? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If yes, attach one copy of the communications chapter had with the members. This can be electronic or printed. If the chapter submitted the Chapter Excellence application check Yes and documentation will not be required. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If no, state reason why not:
18.	Did chapter sponsor/participate in effective educational programs for NARPM® members affiliated with the chapter during certification year. This can be designation class or local classes that have special speakers. For state/regional chapters, education can be part of their state/region convention. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If yes, attach one copy of brochure or flier. If the chapter submitted the Chapter Excellence application check Yes and documentation will not be required. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If no, state reason why not:
19.	The chapter is using the Chapter Leader section of NARPM.org(http://www.narpm.org/chapter-services/) : Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If no, why not:
20.	The chapter website is kept up to date? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If no, when will it be updated?
21.	The chapter is interested in looking at a website supported by NARPM®: Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Contact persons name and number: The Atlanta chapter is already using the Blue Tux hosted website
22.	The chapter filed for the current year Chapter Grant: Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Check here if you would like more information on grants: <input type="checkbox"/> <i>The purpose of the grant is to strengthen and grow chapter membership through education and networking opportunities.</i>

Other Items:

23. Rate the health of the chapter (1 - 10, 10 being highest) 9

a. If answer is 7 or less, what barriers does the leadership face in getting the chapter going?

b. If answer is 7 or less, what resources would be helpful from national (i.e.: Speakers, mentoring, etc.)

c. If answer is 8 or above, what are the cool things the chapter is doing that other chapters might like to hear about? Hosting regional conference in 2010

Chapter Officers' Signatures Certifying Review and Approval of Chapter Certification:

Andy Ritson 12.10.09

Current Certification Year President/Date

X Thomas J. Cowan 12/10/09

Current Certification Year Incoming President/Date

CHAPTER RE-CERTIFICATION REQUIREMENTS

The certification requirements were developed to maintain fair, specific procedural standards for the chapters and to protect the legal accountability of the national association. The NARPM® Board of Directors determines each chapter's recertification status after consideration of recommendations submitted by the Regional Vice President and the Membership Committee.

Submission Requirements

- Certificate of Compliance signed by the Chapter President and President-Elect/Vice President serving in Current Certification Year.
- Supporting materials as requested.



Website: www.NARPMGA.org

Board of Directors Meeting Minutes

Date: February 19, 2009
Location: Tow Cowan's NEW Office
2855 Lawrenceville-Suwannee Road

Attendees:	Andy Ritan	Absent:	Luke Kaufman
	Tammy Tropiano		Mike Nelson
	Marlyn Dochenetz		Dan Wilhelm
	Angelia Lauster		
	Tom Cowan		
	Michael McCreary		
	Lynda Farren (by telephone)		

Call to Order: The meeting was called to order by President, Andy Ritan at 11:15 AM.

Minutes: Unanimous Approval of the Minutes of the December 11, 2008 Directors Meeting

Treasurers

Report: Marlyn Dochenetz and Michael McCreary made the report.
Balance in Account was \$4,821.06
The report was accepted by the President with no changes

Old Business:

1. Tom Cowan & Marlyn Reported on the development of a relationship with NAMAR formerly known as the Gwinnett Board of REALTORS, for the express purpose of offering additional courses and membership recruitment.
Motion was made by Tom Cowan and Seconded by Michael McCreary to seek an agreement with NAMAR to align NARPM Atlanta for the purposes of offering additional property management educational sessions jointly and the potential of increasing NARPM Atlanta membership in the process. Motion passed unanimously
2. Motion was made by Tom Cowan and Seconded by Lynda Farren to keep all Chapter Membership Meetings for 2009 at the Villa Christina. Motion passed unanimously
3. Report was made by Lynda Farren on the upcoming MPM Course on March 19 & 20, 2009. Course already had over the minimum required 10 registrants with several more to come!
4. Report by Tom Cowan and Lynda Farren on additional Continuing Education Courses and Designation Courses to be offered in 2009. All designation courses required a 4-month lead-time to make all of the arrangements as well as confirm an instructor. The next Designation course planned is the RMP Tenancy course in July at Villa Christina on the same date as the Chapter Meeting. Tentative schedule for additional continuing education courses are as follows:
 - a. April – Broker Meeting & Mike Williams "Evictions" Seminar at NAMAR
 - b. May – Mike Nelson 3 HR Ed Course at NAMAR
 - c. June – Trust Account/Contracts Course at NAMAR
 - d. July – RMP Instructor to Speak to Members at Membership Meeting
 - e. August & September are OPEN

New Business:

No New Business was brought before the Board.

Board of Directors Meeting Minutes

Date: February 19, 2009

Location: Tow Cowan's NEW Office

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Committee Reports:

- a. Legislative Events: Dan Wilhelm
No Report
- b. Membership Committee: Tammy Tropiano
Tammy's report included information on Angelia's e-mail blast. Her report continued with the speakers to be lined up for the remaining meetings in March, May, July and September. Several possibilities exist and the only sure thing was that the MPM Instructor Kit Garren would speak at the March Meeting.
- c. Program/Continuing Education: Mike Nelson
No Official Report from Mike as he was traveling for RentalHomePros.com. Several of the Directors did discuss both Programs and Continuing Ed in their reports.
- d. Publications: Mike Nelson
No Report. Michael McCreary to send a photo of the January Speaker to Mike Nelson for use in the March Newsletter.
- e. Finance Committee: Marlyn Dochenetz
Marlyn presented a 2009 Operating Budget that was incomplete due to access to the Bank Records at Wachovia. 2009 Treasurer Michael McCreary agreed to assist Marlyn with access and the final compilation of the 2009 Operating Budget for the Chapter to be presented at the April Directors Meeting.
- f. Affiliate Membership Committee: Angelia Lauster
Angelia reported that there are presently 30 affiliates. To date, 3 had paid and renewed their status for the 2009 membership year. The Affiliate Membership Fee for 2009 will remain at \$150. Angelia will bill the Affiliates for 2009 by April. She requested that the Affiliate Annual Membership Fee be added to the shopping cart on the chapter website so that Affiliates can pay by credit card or e-check online. Additionally, there was a request to add the \$200 Meeting Sponsor Fee to the shopping cart online as well.
- g. Chapter of Excellence Committee: Luke Kaufman
No report

The Meeting Sponsor for March 2009 is Trey Jackson of Jackson Lawn Service.

The Speaker for the March 19th meeting is Kit Garren, MPM Instructor

The Ethics Moment – no member was tapped to read the ethics moment.

Parking Lot Topics – no topics were proposed by any members for the March Meeting

The Meeting was adjourned at 1:10 PM.

Minutes respectfully complied and submitted by:

Michael A. McCreary, CPM, RMP
2009 Chapter Secretary



Website: www.NARPMGA.org

Board of Directors Meeting Minutes

Date: April 16, 2009
Location: Mike Nelson's Excalibur Office
Cumming, GA

Attendees:	Andy Ritan	Absent:	Dan Wilhelm
	Tammy Tropiano		
	Marlyn Dochenetz		
	Angelia Lauster		
	Tom Cowan		
	Michael McCreary		
	Lynda Farren		
	Mike Nelson		
	Luke Kaufman		

Call to Order: The meeting was called to order by President, Andy Ritan at 11:06 AM.

Minutes: Unanimous Approval of the Minutes of the February 19, 2009 Directors Meeting

Treasurers

Report: Marlyn Dochenetz made the report.
Balance in Account was \$6,772.18 with \$800.00 in the Google AdWords Pass Thru
The 2009 Budget was presented to the BOD
The report was accepted by the President with no changes.

Old Business:

1. May 21st Member meeting – Speaker Mike Nelson on Residential Management & the Law
To include a 3 Hour CE Course after the meeting
2. July 16th Member Meeting – no decision as of yet
3. September 17th member meeting – Mike Williams to speak and offer 3 hour CE course
before/after meeting
4. November 19th Member Meeting to be the annual Trade Show
5. Next BOD Meeting to be on June 18th at McCreary Realty Management Office in Marietta
6. There are some issues with the meeting space for the MPM course offered in May with the
room reservations. A solution was accomplished due to the efforts of Lynda Farren

New Business:

1. Report by Mike Nelson on his relationship with RentalHomePros.com to address concerns
raised by some members and a possible conflict of interest. Mike cleared the air and there is
no conflict of interest.
2. A discussion was held on revising and/or clarifying the existing policy on chapter Affiliates. No
motions came from this discussion.
3. A discussion was held on the usefulness of the "Parking Lot" Q&A at member meetings. It
was decided to continue with the Parking Lot and David Campbell is to bring the white board
to the next member meeting in May.
4. A brief discussion was held regarding the location of chapter meetings. No change is being
considered for 2009 and no motions came from this discussion.

NARPM Atlanta Board of Directors Meeting Minutes

Date: April 16, 2009

Location: Mike Nelson's Excalibur Office

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5. **A motion was made, seconded and carried for the chapter to purchase booth space at the next Georgia Association of REALTORS meeting, to be held in Orlando, FL on September 2-4, 2009 for a cost not to exceed \$1500.00.** Further, NARPM National will provide some materials as well as the booth display for this venture. Tom Cowan, Mike Nelson and any other NARPM Atlanta members attending the convention will be manning the booth.
6. A brief discussion was held to address the need to survey the membership on several topics. One such topic could be to hold meetings at a different location without a meal for less cost.

Committee Reports:

- a. Legislative Events: Dan Wilhelm
No Report
- b. Membership Committee: Tammy Tropiano
Presently there are 81 Chapter members. No other report not already discussed in Old Business and New Business
- c. Program/Continuing Education: Tom Cowan
No other report not already discussed in Old Business and New Business
- d. Publications: Mike Nelson
No Report.
- e. Finance Committee: Marlyn Dochenetz
No Additional Report
- f. Affiliate Membership Committee: Angelia Lauster
Angelia reported that she needed to have larger space for the November Trade show if at all possible. Marlyn to work with her and the meeting space, Villa Christina to see what can be done. No other report not already discussed in Old Business and New Business
- g. Chapter of Excellence Committee: Luke Kaufman
Luke reported that the chapter is in good shape for the COE YTD. Chapter Compliance will need to be addressed in the Fall of this year.

The Meeting Sponsor for May 2009 is RentalHomePlus.

The Ethics Moment – no member was tapped to read the ethics moment.

Parking Lot Topics – no topics were proposed by any members for the May Meeting

The Meeting was adjourned at 1:25 PM.

Minutes respectfully complied and submitted by:

Michael A. McCreary, CPM, RMP
2009 Chapter Secretary



Website: www.NARPMGA.org

Board of Directors Meeting Minutes

Date: August 26, 2009
Location: Michael McCreary's office
Marietta, GA

Attendees:	Andy Ritan	Absent:	Luke Kaufman
	Tammy Tropiano		Lynda Farren
	Marilyn Dochenetz		
	Angelina Lauster		
	Tom Cowan		
	Michael McCreary		
	Mike Nelson		
	Dan Wilhelm		
	David Campbell		

Call to Order: The meeting was called to order by President, Andy Ritan at 11:00 AM.

Minutes: Unanimous Approval of the Minutes of the April 16, 2009 & June 18, 2009 Directors Meetings

Treasurers

Report: Marilyn Dochenetz made the report.
Balance in Account was \$10,236.06 with \$320.00 in the Google AdWords Pass Thru Education Breakdown: 5 courses so far in 2009; one RMP, one MPM and 3 with NAMAR
Total Education benefit to date is approximately \$3,500

Old Business:

1. June Membership meeting – good results and benefit from speaker Betsy Morgan, MPM
2. Members meetings for September 17th and November 19th have topics/events set with the 9/17 meeting being a panel discussion and the 11/19 meeting being the Annual Trade Show
3. Board Retreat – a lively discussion was held on the merits of a board retreat to North Georgia. The consensus was due to the economic times we are in presently, it would not look like appropriate use of Association fees to fund a retreat.
A motion was made, seconded and carried to designate the October 15th Board meeting date as a Day Long Planning Session – minimum of 8 working hours at a location in the Metro area to be determined.
4. The January 21, 2010 Member Meeting will be at Villa Christina
5. GAR Convention – Mike Nelson & Tom Cowan have agreed to be responsible for Chapter promotion at with the national “min-booth” at the GAR Annual Convention in Orlando September 2-4.
A motion was made, seconded and carried to allocate an additional \$250 to provide materials, candy and door prize for use during the GAR Convention to supplement the materials provided by National with the booth.
6. NAMAR Education Co-Sponsor – Tom Cowan reported that so far it is going very well with good attendance and response from both REALTOR members and NARPM members. The tentative goal is to try to have a session at least monthly or bi-monthly.

NARPM Atlanta Board of Directors Meeting Minutes

Date: April 16, 2009

Location: Mike Nelson's Excalibur Office

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7. Trade Show Report – Angelia & Marlyn reported that Villa Christina has made available the entire Ballroom for this event. There will be heavy appetizers instead of a seated/plated meal with both seating and stand up tables available. There will be room for 19 Vendors, the largest one to date. Each vendor will pay \$100 per table with no table sharing and it does not include the lunch fee.

A motion was made, seconded and carried to budget up to \$500 to be used as a Chapter GRAND Door Prize for the Trade Show.

New Business:

1. Rachell Smith of Ritan Property Group has agreed to work with Angelia for the 2009 Trade Show as preparation for taking over the 2010 Affiliates and Trade Show duties from Angelia.
2. It was agreed to delay setting the date & location for the 2010 Trade Show until the October 15th Planning Session.
3. It was agreed to delay any formal discussion of encouragement of new members to join the BOD as committee chairs or officers or at-large members until the October 15th Planning Session.
4. It was agreed that at the September 17th Member Meeting that there would be an announcement seeking volunteers for the work of the committees and focus that announcement towards newer members and those needing points for their RMP and/or MPM designations.

Committee Reports:

- a. Continuing Education Committee – Tom Cowan
Mike Williams is tentatively scheduled in October at NAMAR
Mike Nelson is scheduled in November at NAMAR
- b. Chapter of Excellence Committee: Luke Kaufman
No Report
- c. Membership Committee: Tammy Tropiano
Presently there are 94 Chapter members. The goal is to have 100 members by the end of 2009
- d. Publications: Mike Nelson
Mike brought up the need for tighter deadlines and this will be added to the discussion at the upcoming planning session.
- e. Finance Committee: Marlyn Dochenetz
No Additional Report
- f. Affiliate Membership Committee: Angelia Lauster
Angelia reported that she needed to have larger space for the November Trade show if at all possible. Marlyn to work with her and the meeting space, Villa Christina to see what can be done. No other report not already discussed in Old Business and New Business
- g. The website "admin" tool was down due to an issue with the website provider through NARPM National and the chapter website was unable to be updated for approximately 4 weeks.

The Meeting Sponsor for September is Jackson Landscaping

The Ethics Moment – no member was tapped to read the ethics moment.

Parking Lot Topics – no topics were proposed by any members for the September Meeting

The Meeting was adjourned at 1:08 PM.

Minutes respectfully complied and submitted by:

Michael A. McCreary, CPM, RMP
2009 Chapter Secretary

Directors Meeting Notes

December 11th, 2008

**Attendee:, David Campbell, Michael McCreary (MC), Tom Cowan,
Michael Nelson, Lynda Farren, Andy Ritan, Luke
Kaufman, Tammy Tropiano**

Absent: Marlyn Dochenetz, Angelia Lauster

1. Minutes for September 2008 reviewed and Motion was made to accept minutes. Motion passed.
2. Treasure Report submitted by Mike McCreary (MM), Total in Bank as of 11/28/08 was \$5,026.29. Had 79 people at last meeting. Motion was made and seconded to accept treasures report. Motion passed.
3. November Meeting Feedback: Was great!
4. Meeting dates as follows:

Members:	Directors:
January 15,, 2009	February 19, 2009
March 19, 2009	April 16, 2009
May 21, 2009	June 18, 2009
July 16, 2009	August 20, 2009
September 17, 2009	October 15, 2009
November 19, 2009 (Trade Show)	December 10, 2009
5. Tammy to try and get Jeff (RE Commissioner) to our January 15th meeting if he can't make it then we will try to get Mike Williams.
6. March 19th, 2009 is MOM on Maintenance course.
7. Dan Welham wants to part of the board and we agreed. Andy to contact him and invite him in and he can handle legislative.
8. Luke provided printout of point breakout for Chapter of Excellence.
9. Angelia comes up with a proposal to monitor vendors to maintain for level of excellence.
10. Look to do May 21st, 2009 Operation RMP class.
11. Theme Build a profitable Business.
12. Get agenda out day before meeting. Everyone needs to have items for discussion to Andy 3 days before the meeting.
13. Meeting adjourned 12:55pm

Minutes written by
Thomas D. Cowan III
Secretary

NARPM Atlanta Chapter Board Meeting Meeting Minutes for October 15, 2009 at 9am

Attendees

Andy Ritan, Tom Cowan, Marlyn Dochenetz, Lynda Farren, Mike Nelson, David Campbell, Luke Kaufmann, Dan Wilhelm, Tammy Tropiano, Mark Lackey, John Haas, Reginald Myco, Lori Theurer, Silas Frazier, Randy Segner, Earlene Gardner

-Distribution and Review of Minutes from previous meeting- not available
-Treasure's Report- \$12,880.67

New Business

1. 2010 Slate of Officers-

President - Tom Cowan ✓✓

President Elect - Lynda Farren ✓✓

Vice President - Bob Locke ✓✓

Secretary - Dan Wilhelm ✓✓

Treasurer - Marlyn Dochenetz ✓✓

Past President - Andy Ritan

2. 2010 Slate of Directors-

Michael Nelson ✓

John Haas ✓

Mark Lackey ✓

Silas Frazier ✓

David Campbell ✓

*Put Under
Chapter Leader*

3. Required Committees per By Laws- (what we call it)

a.) Finance (Affiliates)- Chair- John Haas ✓

b.) Membership Committee- Chair- Mark Lackey ✓

c.) Program & Events- (Education & Community Svc) Chair- David Campbell ✓

d.) Publications- (Newsletter & Website) Chair- Michael Nelson ✓

e.) Nominating Committee- Chair- Andy Ritan · *NO category*

4. Committees appointed by President-

f.) Chapter of Excellence Committee- Chair- Luke Kaufmann *NO category*

e.) Legislative Committee- Chair- Dan Wilhelm ✓

Board of Director Meeting Dates/Locations

Feb 18th- Metro South's office
April 15th - Tom Cowan's office
June 17th- Mike Nelson's office
August 19th- Dan Wilhelm's office
October 21st- David Campbell's office
December 16th- Michael McCreary's office

Chapter Membership Meeting Date/Location

January 21st- Southside Location (possible speaker- Jeff Ledford; possible 3 hr CE class- Mike Nelson's "forms" class)

March 18th- Villa Christina (possible speaker- Bob Locke; possible RMP class or 3 hr CE class- open)

May 20th & 21st- Villa Christina (possible MPM class or mini convention with MPM & RMP classes)

July 15th- Southside Location (expert panel)

September 16th- Villa Christina (MPM- open???)

November 11th- Villa Christina (open)

Trade show- date not determined.

Meeting adjourned at 4:05pm.

Minutes provided by Tammy Tropiano (replacing Secretary Michael McCreary)

From: Tom Cowan
To: "Mike Nelson"; Michael@McCrearyRealty.com; "David Campbell"; "Andy Ritan"; angellalauster@bellsouth.net; "Marlyn Dochenetz"; "Tammy Tropiano"; luke@partnersmgmt.com; "Lynda Farren"; "Dan Wilham"
Subject: NARPM Directors Meeting Notes June182009.doc
Date: Thursday, June 18, 2009 9:38:45 PM

Directors Meeting Notes

June 18, 2009

**Attendee:, Tom Cowan, Marlyn Dochenetz, Luke Kaufman,
Tammy Tropiano, Andy Ritan, Lynda Farren, Angelia
Lauster, Mike Nelson**

Absent: David Campbell, Michael McCreary (MC),

1. Minutes for April 2009 were not reviewed since they were not available for viewing. These minutes will be reviewed and approved at August meeting.
2. Treasure Report submitted by Marlyn Dochenetz, Total in Bank as of 6/18/09 was \$7,943.58. Motion was made and seconded to accept treasure report. Motion passed.
3. May Meeting Feedback: Everything went good, No negative feedback, had between 60-61 people attend.
4. Tom to work with Board for starting to putting together 2010 calendar.
5. Discussed Grading system for Affiliates: Action item for all board members is to put together verbiage for adding to vendor application that they must abide by vendor policy on complaints and disciplinary actions. (Board to put together policy) This should be emailed to affiliates chair for compiling and submitted to board for final approval.
6. A vote was taken to join GAR as a partner for \$350.00 bring total of \$1500.00 between expo and membership. Marlyn to write check.
7. Tom to write NARPM Chapter support for forms to submit for marketing reimbursement and also get hand outs and point out attendee number for GAR.
8. Discussion on having a retreat in the mountains to do strategic planning for NARPM GA. This would be no cost to membership. Linda to report back on dates and costs, Tom and Andy to discuss starting agenda.
9. Confirmed July 16th RMP course and speaker Betsy Morgan at Villa Christina as our next member meeting.
10. Also noted that Trade show is November 17th and we still need a speaker.
11. July 15th Mike Nelson to do a forms and checklist class at NAMAR. As our second PM class thru NAMAR.
12. Tom to get with Mike Williams to do a follow up course to his class held today at NAMAR. Total paid attendee's were 61. Great class but needed a longer time instead of three hours.
13. August 18th is our next board meeting at Property Systems of Atlanta.
14. Discussed and welcome Mike McCreary offer of being NARPM liaison between us and IREM.
15. Tom Cowan discussed a need for business cards for members of the Exec Board so when promoting NARPM we don't have to give out our personal business cards. Sometimes this could turn off new members. Everyone agreed.

16. Tom Cowan also noted that we should have a person from the Exec board at all NARPM educational course and request permission from trainers giving PM course to have 5 minutes to promote NARPM to the attendee's. It would be the responsibility of Exec to make sure someone can attend class.
17. Tom Cowan suggested that we start marketing in all educational classes and meetings for committee members and people wanting to be on the board. "GET INVOLVED -- JOIN THE RANKS" campaign. Tom will get form NAMAR uses and modify and submit to board for approval.
18. Andy discuss payment page and how costly it was to create a page etc. (I didn't get the final result on conversation please let me know so I can put it in the minutes)
19. **Committee Reports:**
 - Education:** Tom Cowan Planning on additional CE courses for August and October at NAMAR. Andy would like to see another Designation course for this year.
 - Membership:** Tammy Tropiano reported membership current count is? 2009 Goal is 100.
 - Chapter Excellence:** Luke provided an update on our efforts so far for 2009.
 - Publications:** Mike Nelson No Report
 - Affiliate Membership:** Angelia Lauster reported current Affiliates count is 35.
 - Website:** No report, Tom Cowan requested the password and access to the website so that he can assist Andy with updates.
 - Legislative:** Dan Wilham No Report

18. Adjourned at 4.00 pm

Minutes written by
Thomas D. Cowan III