

NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS
Chapter Compliance and Monitoring
2012 Compliance/2013 Planning

Chapter Name:	Albuquerque Metro Chapter
Region:	Southwest

Compliance Received: (to be completed by national)

President	Tammy Golding
President-Elect	
Vice President	Pam Harris
Secretary	Dana Barnhill
Treasurer	Eugena Millhorn
Past President	Chesley Kairr

Education	Chesley Kairr
Membership	
Legislative	
Communications	
Web	
Hospitality/Meetings	
Affiliates	

Bylaws on file? Did you know that you need the approval of the national board to amend your bylaws this year, please submit an updated copy. National does not retain when approved by board	Yes
Approval of amendment needed?	Yes
Corporate Annual Registration Report/Renewal for state Chapter is registered. *Send NAPPM® an up to date copy of corporate annual registration report/renewal for your state (Must be submitted to reach chapter compliance)	Yes
Tax return filed? *Attach Copy or if not needed so note	No
If not, why not	Trying to get the chapter in compliance with IRS
President attended leadership training	Yes
Vice President/President-Elect attended leadership training	Yes

Number of RVP calls the chapter's president or their representative participated in: Did you know your chapter president or their representative must attend three of these calls to reach chapter compliance?	3
Copy of budget submitted:	Yes
Did chapter sponsor/participate in promoting educational programs for NARPM® members affiliated with the chapter during certification year? This can be designation classes or local classes that have special speakers. For state/regional chapters, education can be part of their state/regional convention. Make sure to send a sample flier	Yes
Did the chapter file the 99-N e-Postcard? 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). If you are not filing this form the chapter is not a 501 c-6. Check status with the IRS	No
Frequency of membership meetings	
Number of membership meetings: Did you know there is a minimum requirement of 4 meeting to meet chapter compliance?	Quarterly
Meeting Days	4 Tuesday
Meeting Times	11:30
Number of board meetings: Did you know there is a minimum requirement of 4 Board of Directors meetings to reach chapter compliance? *attach copies of minutes	4
Board Meeting Days	Tuesday
Board Meeting Times	11:30
Chapter Dues Does your chapter charge dues to members?	Yes
Meal included in dues?	No
Does chapter have a web site?	No

Please list meeting topics:

January	
February	
March	Real Estate Commission Speaker
April	
May	
June	
July	Networking meeting with IREM
August	
September	National Designation Class
October	

November	
December	Annual Meeting/Election of Officers
How many newsletters or broadcast emails does Chapter send? (max 12)	
On a scale of 1-10, how well do you think your chapter is doing?	
4	

Name of person completing this report:	Eugena Milliom
Date completed:	12/27/2012

Congratulations on completing the chapter compliance report! It looks like you might benefit from