

MONTEREY BAY, CA
CHAPTER

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

FORM MUST BE SUBMITTED ELECTRONICALLY TO NARPM

Chapter Name:	Monterey Bay Chapter, CA
Region:	Pacific

Compliance Received: (to be completed by national)	
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Incoming Officers: MUST BE NARPM MEMBERS and are for the following year

President	Mary Lynn Pinto
President-Elect	N/A
Vice President	TBD
Secretary	William Sterling
Treasurer	Jan Taylor
Past President	Linda Chatten

Incoming Committee Chairs: ONLY LIST THOSE THAT ARE NATIONAL MEMBERS - No local affiliates and are for the coming

Education	TBD
Membership	Gail Valdez
Legislative	Jan Leasure
Communications	N/A
Web	TBD
Hospitality/Meetings	N/A
Affiliates	Clay Selland

Corporation Status:

Bylaws on file? Did you know that you need the approval of the national board to amend your bylaws? If you amended your bylaws this year, please submit an updated copy. National does not retain when approved by board	NO Amendments Yes
Approval of amendment needed?	No
Corporate Annual Registration Report/Renewal for state Chapter is registered. *Send NARPM® an up to date copy of corporate annual registration report/renewal for your state (Must be submitted to reach chapter compliance)	see 9/7/10 Filing Yes
Tax return filed? *Attach Copy or if not needed so note	No

Documents
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#1

Documents
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If not, why not	not required- file the 990N only
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NARPM Compliance Requirements:

#2 (1-4)
 #7

President attended leadership training	Yes
Vice President/President-Elect attended leadership training	No
Number of RVP calls the chapter's president or their representative participated in: <i>Did you know your chapter president or their representative must attend three of these calls to reach chapter</i>	3
Copy of budget submitted:	Yes
Did chapter sponsor/participate in promoting educational programs for NARPM® members affiliated with the chapter during certification year? <i>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</i>	Yes
Did the chapter file the 99-N e-Postcard? <i>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</i>	Yes

#3
 AIR
 HOUSING

#4

Chapter Operational Practices

#5
 (1-11)

#6
 (1-4)

Frequency of membership meetings	Monthly
Number of membership meetings: <i>Did you know there is a minimum requirement of 4 meeting to meet chapter compliance?</i>	10
Meeting Days	the 3rd Thursday of the month
Meeting Times	11:30AM- 1:30PM
Number of board meetings: <i>Did you know there is a minimum requirement of 4 Board of Directors meetings to reach chapter compliance? *attach copies of minutes</i>	4
Board Meeting Days	after the regular member meeting
Board Meeting Times	1:30-2:30
Chapter Dues <i>Does your chapter charge dues to members?</i>	Yes
Meal included in dues?	No
Does chapter have a web site?	Yes

Upcoming Year Chapter Plan:

Please list meeting topics:

January	Legislative Update
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February	No Meeting - CALNARPM Conference
March	Update on Broker & CALNAR Conferences
April	How to Use Video in Property Management
May	Technology Update
June	Guest Speaker - Mark Kreditor or TBD
July	Teaching Moment - from Our Affiliates
August	Economic/Housing Update w/ Speaker
September	New Rules/Changes for 2014
October	No Meeting - National Conference
November	Update on National Conference
December	Holiday Party
How many newsletters or broadcast emails does Chapter send? (max 12)	10

On a scale of 1-10, how well do you think your chapter is doing?	9
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Name of person completing this report:	Linda Chatten
Date completed:	11/30/2012

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Congratulations! It looks like you have an outstanding chapter! KEEP UP

Completed - Linda Chatten
 President - MBC
 11/30/12