

Sept 7, 2012

4 Executive Board Meetings:

Jan 17, 2012, The Green Turtle

March 20, 2012, The Green Turtle

Oct 16, 2012, NARPM, National Convention

Dec 17, 2012, Conference Call

Location of meetings,
Grow Membership,
Possible Trade Show
Realtor, Email Blast

2012

NARPM Baltimore/Washington Chapter

Topics:

Using Google analytics for your website
Google voice with voice mail transcribe
Pros and cons of VOIP phones

Home maintenance suggestions for tenants
Property management software options
Property inspection tools and tips

Meeting Dates:

2013

Time 11:30-1:30

Occasion : Work Meeting

Space required: Party room,

Server, 1

Exclusive, yes

Off the menu.

4-5 checks for the group

\$250.00 total spend food and beverage, minimum for room

Tax 6%

Gratuity 18%

2013 Meeting Dates:

Jan 15

Feb 19

Mar 19

April 16

May 21

June 18

July 16

Aug 20, no meeting Vacations

Sept 17

Oct 15

Nov 19

Dec 17, Holiday Party (can be at bar if needed)

**NARPM/ Washington/Baltimore Chapter
Board Minutes
January 2012**

Date & Time: January 17, 2012 @ 11:30

Place: The Green Turtle, Arundel Mills

Members Present: Corey Brown, Peter Cooke, Melissa Marsden, Sherri Russell

Agenda: Schedule for year... continue with 3rd Wednesday of month
Roles and Responsibilities... distribute NARPM roles and
responsibilities for Board Members

New Venue for Meetings, explore other options for meeting
space that is geographically desirable for Washington & Baltimore

How to Grow Membership, competition to bring new
members

How to retain old members... previous more senior
members.

Treasurers Report:: Presented by Sherri Russell

Adjournment: Meeting Adjourned by Melissa Marsden

**NARPM/ Washington/Baltimore Chapter
Board Minutes
March, 2012**

Date & Time: March 20, 2012 @ 11:30

Place: The Green Turtle, Arundel Mills

Members Present: Corey Brown, Peter Cooke, Melissa Marsden, Sherri Russell

Agenda: Schedule for year... continue with 3rd Wednesday of month
New Venue for Meetings, explore other options for meeting
space that is geographically desirable for Washington & Baltimore. Suggested
we try a restaurant that is close to BWI airport.
How to Grow membership,
How to retain old members...previous more senior
members.

Treasurers Report:: Presented by Sherri Russell

Adjournment: Meeting Adjourned by Melissa Marsden

**NARPM/ Washington/Baltimore Chapter
Board Minutes
October, 2012**

Date & Time: October 16, 2012 @ 7:30pm

Place: NARPM, National Convention, Chrystal City, VA

Members Present: Corey Brown, Peter Cooke, Melissa Marsden, Sherri Russell, Marcia Lewis,

Agenda: Schedule for year... continue with 3rd Wednesday of month
Topics of the Year
New Venue for Meetings, explore other options for meeting
space that is geographically desirable for Washington & Baltimore. Suggested
we try the Greene Turtle @ Arundel Mills.
How to Grow membership,
How to retain old members...previous more senior
members.
Topics for 2013

Treasurers Report:: Presented by Sherri Russell

Adjournment: Meeting Adjourned by Melissa Marsden

**NARPM/ Washington/Baltimore Chapter
Board Minutes
December, 2012**

Date & Time: December 17, 2012 @11:30

Place: Greene Turtle, Arundel Mills

Members Present: Corey Brown, Peter Cooke, Melissa Marsden, Sherri Russell.

Agenda: Schedule for year... Change to third Tuesday of month.
Topics of the Year
New Venue for Meetings, Happy with the location at Greene
Turtle
How to Grow membership,
How to retain old members...previous more senior members
or previous board..

Treasurers Report:: Presented by Sherri Russell

Adjournment: Meeting Adjourned by Melissa Marsden