

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
JANUARY 11, 2013**

The Board of Directors meeting of NARPM was held on January 11, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Ron Neefe, Secretary; Larry Porter, Membership Chair; Roby Blankenship & Maylissa Luby, Affiliate Co-Chairs; Chuck Warren, George James & Dick Green, past Presidents; and Traci VanCamp, President of the State Chapter. Not in attendance: Maily Roberts-Jacobs, Treasurer; Mick & Trudy Hoff, Education Co-Chairs; and Hugh Cross, Legislative Chair. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

George James made a MOTION to approve the minutes from the December 14, 2012

Board meeting. Dick Green seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - No Report

Education - No Report

Membership - No Report

Legislative - No Report

**TREASURER'S REPORT**

The balance in the checking account is \$3,419.97

**OTHER BUSINESS**

- Chapter Compliance Docs have been submitted.
- New affiliate list will be laminated for passing out at meeting once renewals are confirmed
- Lisa Saunders scheduled 3 hour board meeting for new year planning on Friday Jan 25, 2013.
- Jackie Pierce made a motion for a \$300 gift drawing to be at end of year meeting. Number of entries for the drawing by each member sign in and member brought signed in guest, Lisa Saunders seconded the motion. All in favor.
- Jackie Pierce made a motion for SEVA NARPM mailbox at Mail Depot to continue for another year at a cost of \$198 a year. Lisa Saunders seconded the motion. All in favor.
- Ethics class compliance deadlines to be updated by Traci Van Camp.
- Discussion regarding sending out inquiry for education requests from members.

The Board adjourned at 9:40 a.m.

Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
FEBRUARY 8, 2013**

The Board of Directors meeting of NARPM was held on February 8, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Mick & Trudy Hoff, Education Co-Chairs; Roby Blankenship, Affiliate Co-Chair; Chuck Warren, George James & Dick Green, past Presidents. Not in attendance: Larry Porter, Membership Chair; Maylissa Luby, Affiliate Co-Chair, Hugh Cross, Legislative Chair; and Traci VanCamp, President of the State Chapter. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

George James made a MOTION to approve the minutes from January 11, 2013 Board meeting. Dick Green seconded the motion. All in favor.

**COMMITTEE REPORTS**

- Affiliate - Roby Blankenship presented affiliate membership request from Norfolk Air, Heating, Cooling, & Plumbing, Inc. Dick Green made a motion to accept them as an affiliate, Ron Neefe seconded the motion. All in favor. They will be added.
- Education - More inquiry to be made on figuring out CSS designation class requirements?
- Membership - Ron Neefe reported that 3 members have been now assigned to our chapter that had no assignment prior. Current membership is now 117 members.
- Legislative - No report.

**TREASURER'S REPORT**

The balance in the checking account is \$ 6,034.99

**OTHER BUSINESS**

- Chuck Warren made a motion to sponsor PMLC meeting. Lisa Saunders seconded the motion. All in favor.
- Lisa Saunders made a motion to sponsor a second PMLC meeting. George James seconded the motion. All in favor.
- Lisa Saunders and Maily Roberts- Jacobs both declared candidacy for their RMP Designation.

The Board adjourned at 9:40 a.m.  
Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
March 15, 2013**

The Board of Directors meeting of NARPM was held on March 15, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Roby Blankenship, Affiliate Co-Chair; Chuck Warren, George James & Dick Green, past Presidents; Not in attendance: Mick & Trudy Hoff, Education Co-Chairs; Larry Porter, Membership Chair; Maylissa Luby, Affiliate Co-Chair; Hugh Cross, Legislative Chair; and Traci VanCamp, President of the State Chapter. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

Lisa Saunders made a MOTION to approve the minutes from the February 8, 2013 Board meeting. Maily Roberts-Jacobs seconded the motion, all in favor.

**COMMITTEE REPORTS**

Affiliate - Roby Blankenship presented affiliate membership request from Detector Inspector and Dryer Vent Wizard. Lisa Saunders made a motion to accept them as affiliates, Ron Neefe seconded the motion, all in favor. They will be added.

Education - Lisa Saunders will inquire with Gail Phillips and announce at March 21, 2013 SEVA-NARPM meeting ethics class requirements for members.

Membership - No Report

Legislative - No Report

**TREASURER'S REPORT**

The balance in the checking account is \$6,034.99.

**OTHER BUSINESS**

Lisa Saunders made a motion to contribute \$100 to NARPM Virginia State Chapter meeting luncheon at the NARPM Eastern Regional Conference in Nashville March 28-29, 2013. George James seconded the motion, all in favor.

The Board adjourned at 9:40 a.m.  
Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
April 12, 2013**

The Board of Directors meeting of NARPM was held on April 12, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Chuck Warren, Dick Green, past Presidents; and Traci VanCamp, President of the State Chapter. Not in attendance: Mick & Trudy Hoff, Education Co-Chairs; Larry Porter, Membership Chair; Roby Blankenship & Maylissa Luby, Affiliate Co-Chairs; Hugh Cross, Legislative Chair; George James, Past President. Also attending: Crystal Lovell.

The Board meeting was called to order at 8:45 a.m.

**MINUTES**

Ron Neefe made a MOTION to approve the minutes from the March 15, 2013 Board meeting. Lisa Saunders seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - Announce at next NARPM monthly meeting the number of affiliate members.

Education - Inquiry to be made on grants for education

Membership - Look into ways to visit offices.

Legislative - No report.

**TREASURER'S REPORT**

The balance in the checking account is \$ 6,502.97

**OTHER BUSINESS**

n/a

The Board adjourned at 9:40 a.m.

Respectfully submitted,

Ronald Neefe, Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
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**MINUTES OF THE BOARD OF DIRECTORS MEETING  
May 10, 2013**

The Board of Directors meeting of NARPM was held on May 10, 2013.

The Board members present were: Lisa Saunders, President; Ron Neefe, Secretary; Roby Blankenship & Maylissa Luby, Affiliate Co-Chairs; George James past President; and Traci VanCamp, President of the State Chapter. Not in attendance: Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Mick & Trudy Hoff, Education Co-Chairs; Larry Porter, Membership Chair; Hugh Cross, Legislative Chair; Chuck Warren, & Dick Green, Past Presidents. Also attending: Crystal Lovell.  
The Board meeting was called to order at 8:45 a.m.

**MINUTES**

George James made a MOTION to approve the minutes from the April 12, 2013 Board meeting. Lisa Saunders seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - ZooPro paid their annual dues and have been added back on the current list.

Education - No Report.

Membership - No Report.

Legislative - No report.

**TREASURER'S REPORT**

The balance in the checking account is \$ 6,502.97

**OTHER BUSINESS**

-Discussion regarding summer affiliate outing checking into possible Tides Game and also tall masted evening cruise. All in favor.

-Announcement made to see if John Bradford could attend our September 19, 2013 SEVA-NARPM meeting. All in favor.

The Board adjourned at 9:40 a.m.  
Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
August 9, 2013**

The Board of Directors meeting of NARPM was held on August 9, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Roby Blankenship & Maylissa Luby, Affiliate Co-Chairs; Chuck Warren, George James, past Presidents; Not in attendance: Trudy Hoff, Education Chair; Larry Porter, Membership Chair; Hugh Cross, Legislative Chair; & Dick Green and Traci VanCamp, President of the State Chapter. Also attending: Crystal Lovell. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

Lisa Saunders made a MOTION to approve the minutes from the May 10, 2013 Board meeting. Jackie Pierce seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - Roby Blankenship reported there were only 22 open spaces left for the American Rover Outing August 22, 2013. Maylissa reported need to stay in communication with all affiliates making certain receiving chapter emails.

Education - No Report

Membership - Lisa Saunders made a motion to add Crystal Lovell as Membership Co-Chair Committee. Ron Neefe seconded the motion. All in favor.

Legislative - No Report

**TREASURER'S REPORT**

The balance in the checking account is \$4,909.48. Lisa Saunders gave treasurer a check for \$412.50 received from NARPM Eastern Region for SEVA-NARPM help with the organization of Eastern Regional NARPM meeting.

**OTHER BUSINESS**

-Lisa Saunders made a motion for the SEVA NARPM chapter to donate \$500 tribute money to Trudy Hoff to go to the Santa Fund in loving memory of Mick Hoff. To be given at the annual holiday SEVA NARPM get together. Maily Roberts-Jacobs seconded the motion. All in favor.

-Lisa Sanders made a motion to change the September 2013 local chapter meeting from 9/19/2013 to 9/26/2013 to accommodate National leadership's presence in town to speak at our monthly chapter meeting. Ron Neefe seconded the motion. All in favor.

-Chuck Warren made a motion to set into our local chapter bylaws self appointing board members by current board. Ron Neefe seconded the motion. All in favor.

The Board adjourned at 9:40 a.m.

Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
September 13, 2013**

The Board of Directors meeting of NARPM was held on September 13, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Roby Blankenship & Maylissa Luby, Affiliate Co-Chairs; Chuck Warren, & George James, past Presidents; and Traci VanCamp, President of the State Chapter. Not in attendance: Trudy Hoff, Education Chair; Larry Porter, Membership Chair; Hugh Cross, Legislative Chair; Dick Green past President. Also attending: Crystal Lovell. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

Lisa Saunders made a MOTION to approve the minutes from the August 9, 2013 Board meeting. George James seconded the motion. All in favor.

**COMMITTEE REPORTS**

- Affiliate - Roby Blankenship informed us announcement needs sent out to Bring Holiday donation for Toys for Tots to Oct-Nov 2013 NARPM meeting.
  
- Education - Lisa Saunders made a motion to contribute \$100 to those register and attend the National Convention Oct 16-18, 2013 in San Diego. Chuck Warren seconded the motion. All in favor.
  
- Membership - Chuck Warren inquired about linking Education and Membership committee and chairs into one committee.
  
- Legislative - Lisa Saunders made a motion to seek Larry Patish as Legislative Chair and Maily Roberts-Jacobs seconded the motion. All in favor.

**TREASURER'S REPORT**

The balance in the checking account is \$8,803.63

**OTHER BUSINESS**

Chuck Warren reported that Founder's Inn has been secured December 19, 2013 for annual holiday SEVA NARPM Holiday Breakfast.

The Board adjourned at 9:40 a.m.  
Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
October 11, 2013**

The Board of Directors meeting of NARPM was held on October 11, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Ron Neefe, Secretary; Roby Blankenship, Affiliate Co-Chair; Chuck Warren, George James & Dick Green, past Presidents. Not in attendance: Maily Roberts-Jacobs, Treasurer; Trudy Hoff, Education Chair; Larry Porter, Membership Chair; Maylissa Luby, Affiliate Co-Chair; Hugh Cross, Legislative Chair; and Traci VanCamp, President of the State Chapter. The Board meeting was called to order at 8:45 a.m.

**MINUTES**

George James made a MOTION to approve the minutes from the September 13, 2013

Board meeting. Lisa Saunders seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - A Cut Above The Curb, a new affiliate was voted on and approved to join by the board. All in favor.

Education - No report.

Membership - No report.

Legislative - No report.

**TREASURER'S REPORT**

The balance in the checking account is \$6,415.57. 16-\$25 Wawa gift cards to be purchased as gifts to be presented at the October 17, 2013 SEVA NARPM meeting for affiliates in attendance. Any remaining left over cards will be drawn via 50/50 ticket purchases and drawing.

**OTHER BUSINESS**

-This board meeting purpose was to review and revise where needed the SEVA NARPM Bylaws. Lisa Saunders to type and distribute for necessary approval vote.

The Board adjourned at 9:40 a.m.  
Respectfully submitted,  
Ronald Neefe  
Secretary

**NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS  
VIRGINIA BEACH, VA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
November 8, 2013**

The Board of Directors meeting of NARPM was held on November 8, 2013.

The Board members present were: Lisa Saunders, President; Jackie Pierce, Vice-President; Maily Roberts-Jacobs, Treasurer; Ron Neefe, Secretary; Roby Blankenship, Affiliate Co-Chair; George James, past President; and Traci VanCamp, President of the State Chapter. Not in attendance: Trudy Hoff, Education Co-Chair; Larry Porter, Membership Chair; Maylissa Luby, Affiliate Co-Chair; Chuck Warren, & Dick Green, past Presidents; and Hugh Cross, Legislative Chair.

The Board meeting was called to order at 8:45 a.m.

**MINUTES**

George James made a MOTION to approve the minutes from the October 11, 2013

Board meeting. Maily Roberts-Jacobs seconded the motion. All in favor.

**COMMITTEE REPORTS**

Affiliate - No Report

Education - No Report

Membership - No Report

Legislative - No report.

**TREASURER'S REPORT**

The balance in the checking account is \$6,015.57

**OTHER BUSINESS:**

-Lisa Saunders made a motion to present a plaque in honor of Mick Hoff when the \$500 gift is presented to Trudy at the Holiday Meeting. Ron Neefe seconded the motion. All in favor.

-George James made a motion if outside vendor comes to promote a product not educate in exchange \$75 to be charged if already a National Affiliate and \$125 to be charged if not an affiliate. Lisa Saunder seconded the motion. All in favor.

-George James made a motion to have both Roby Blankenship and Maylissa Luby to be presented affiliate of the year award at Holiday meeting. Lisa Saunders seconded the motion. All in favor.

-Subject was brought up to present gifts of appreciation to the affiliates.

-Traci VanCamp spoke on planning in progress for a State of Virginia NARPM meeting to be held at Boars Head Inn, Charlottesville, VA, Thursday January 23, 2014 and Friday January 24, 2013. Cost of stay estimated at \$155 a night. Thursday afternoon is planned to be a leadership meeting.

The Board adjourned at 9:40 a.m.

Respectfully submitted,

Ronald Neefe

Secretary