

## **Minutes from TARPMEETING June 25<sup>th</sup>, 2014**

This meeting was held at Tallahassee Board of Realtors and was called to order at 11:46 a.m.

Karlus welcomed everyone and announced that our website was still under development and that Hank Gilbert was now in charge of marketing and communications and requested volunteers to help Hank.

Karlus asked those in attendance what topics would be of interest in the future for our meetings and the following suggestions were made:

- Todd Green from South Florida talking about how to out source
- Tree Service company to discuss ramifications of a neighbors tree falling

The featured speaker was Attorney, Trey Trasher and he addressed the following questions from those in attendance:

- overhanging branches on dead/alive trees. He said you have the right to trim branches that are overhanging your property. He also clarified if owner has advanced knowledge of a potential tree leaning then if you send a certified letter to the owner it makes them responsible if the tree falls.
- Late fees: if treated like additional rent then you can include in eviction
- Bed Bugs: how must they be addressed if the property is not a single family residence or duplex.

Karlus closed the meeting by thanking everyone in attendance and reminding us of the State Conference in September. The meeting was adjourned at 1:08 p.m

### **Minutes from TARP Meeting May 22nd, 2014**

This meeting was held at Hilton Garden Inn on Thomasville/ I 10 and was sponsored by McCall Service. The meeting was called to order at 11:54 a.m.

Karlus welcomed everyone and introduced our Sponsor Steve with McCall Service. Steve spoke about the services his company provides and how he could assist us in our property management business with pest control issues.

Next Karlus introduced Judge Hawkins from the Leon County Court System who is a judge and a landlord herself. She spoke to us on things she and her office look for in the eviction filings that we do and made several suggestions on how to improve our chances of successfully evicting a tenant. Some of these suggestions included:

- 1) No grace period for rent being paid.
- 2) Eviction Deposits
- 3) Including Contact Phone Numbers in our Eviction Paperwork

Karlus closed the meeting by thanking our sponsors and everyone in attendance. The meeting concluded at 1:28 p.m.

## **Minutes of TARPM Board Meeting via Conference Call July 18th, 2013**

Those in attendance: Karlus Henry, Sharon Gilbert, and Michelle Render. The meeting was called to order at 10:06 a.m.

First item on the agenda was who we wanted to get as speakers at our meetings. Michelle has emailed Todd Breen and Arthur Coetz and Karlus suggested trying to get Robert Locke to speak. Michelle is going to email Lillian Jack to find out how much money we have to spend on speakers and lodging before we continue contacting and trying to schedule people.

Second item on the agenda was our September Meeting. This meeting will be held at the warehouse of Associated Services, and it will be hosted by Joe who will be the speaker as well. There was some concern about whether this meeting will draw enough people. Everyone agreed to try to have an attorney present as well for legal questions and to discuss new lease changes in order to try to increase attendance. Michelle was going to contact David Switalski to see if he could speak September 26<sup>th</sup>, 2013 from 11:00 a.m.-1:00 p.m.

Third item on the agenda was what to charge attendees at our meetings. It was decided we will charge \$15.00 for members and \$25.00 for non-members for all meeting.

Fourth item on the agenda was November Meeting. Karlus has met with 4 points and spoke to them about providing food for our meeting. Meals start at \$11 ppr and there would no charge for use of the room. We will hold the November meeting here and we will try to get John Bradford for the officer induction and to speak. The meeting will be held on Friday November 22<sup>nd</sup>, 2013. Karlus will take care of booking John and the lodging for him.

Miranda will send the marketing information via email and the website.

Our next project will be working on an affiliate packages so we can recruit vendors to join and sponsor meetings.

For the January 2014, meeting we are going to contact a judge from Leon County to speak.

It was agreed that we need to work on a calendar so we can get people lined up to speak and sponsor our meetings. Michelle is going to work on a list of speakers to contact.

It was agreed we will continue to meet every other month until we can get all the details of our organization worked out. Karlus was happy with what was accomplished at this meeting.

Meeting adjourned at 10:52 a.m.

## **Minutes of TARPM Conference Call Held May 1<sup>st</sup>, 2014**

Those on the call were: Karlus Henry, Hank Gilbert, Karen Williams, Michelle Render, and Sandy Frazier. The conference call started at 2:00 p.m.

Karlus informed us that there was a conflict at the Tallahassee Board of Realtors for our May and June meetings and asked us to brain storm on alternative meeting places. The following suggestions were made:

- 1) Sandy suggested the Pensacola Room at the University club where she could get the room for free but we had to commit to \$350 in food purchases
- 2) Longhorn was suggested as they have a free meeting room
- 3) The public library was suggested but Karlus informed us we cannot charge there.
- 4) Karlus is going to check with hotel and TCC

Everyone agreed to come up with possible locations with cost by Monday so we could make a decision and start advertising for the next meeting as soon as possible. We agreed we could commit up to \$250 for food and we need a room that could accommodate 60 people.

Karlus told us he had talked to Gail Phillips concerning our website and she said we should be able to get our events posted on the website soon.

Karen is going to follow up with Sonya concerning the affiliate packages and confirm that all previous vendors have been contacted about joining TARPM before we reach out to vendors who have not sponsored our meetings in the past.

Another topic discussed was how to increase our attendance at our meetings. Possible suggestions were advertising meetings sooner, Facebook, and LinkedIn.

The call was ended at 2:35 p.m.

## **Minutes of TARPM Board Meeting via Conference Call**

**September 25<sup>th</sup>, 2014**

Those in attendance: Karlus Henry, and Karen Williams. The meeting was called to order at 11:56 a.m.

First item on the agenda was to confirm dates and speakers for meetings in October and November. For the October meeting we are going to try to get Harry Heist to be the speaker and for the November Meeting we are going to have induction of new officers and try to get the RVP of TARMP to attend the meeting. Lilian is going to check on dates TBR has available for these meeting as Harry is available the week of October 27-31<sup>st</sup> which one week later than our normal meeting. Finally it was discussed possible having some kind of social event for the month of December but details are still be worked out.

Karlus said he was going to contact Sonya about the new affiliate member who wanted to pay pro-rated dues for the rest of the year.

Meeting adjourned at 12:09 p.m.

## **Minutes of TARPM Board Meeting Held Feb. 27<sup>th</sup>, 2014**

### **At Structure Property Management**

Those in attendance: Karlus Henry, Hank Gilbert, Sharon Gilbert, Karen Williams, Sonya Hall, Miranda Ard and Michelle Render, Lilian Jack, and Sandy Frazier. The meeting was called to order at 12:14 p.m.

The meeting started with the introduction of our lunch sponsor, Sedita Barnhart with Aflack. Mrs. Barnhart also spoke of services provided by Richard Barnhart Pest Control and Home Inspection and Seed Time Harvest Farms.

Karlus updated everyone on our chapter status and said we still need to turn in our by-laws for chapter compliance. He also informed us that we are provided with a website, [tarpmp.org](http://tarpmp.org).

Lilian reported that we have approximately \$550 in our operating account at Capital City Bank.

The main topic of the meeting was how to create the affiliate package in order to increase our affiliate membership. We have already had 2 Affiliates, Harry Heist and McCall Pest Control, call wanting to join. Everyone discussed what would be offered to affiliate and suggestions included: website banner, banner at meetings, and banner on emails. It was decided to limit membership to 2 affiliates per category and that there would be 1 level of Sponsorship at a cost of \$200/year. Everyone agreed that we should contact affiliates who had previously been sponsors 1<sup>st</sup> about being affiliate members. A list of TARPM past sponsors and TBR members needed to be compiled. Sonya Hall agreed to spear head affiliate membership once all details were decided on and packages were ready to be sent out.

The following dates were set for our TARPM meetings this year:

3/27/2014, 5/22/2014, 6/26/2014, 9/25/2014, 11/20/2014, 1/22/2015

Lilian confirmed that we will be able to use the TBR meeting room free of charge. We discussed the following topics/speakers for the meetings:

- Harry Heist
- Gail Moncla
- Pit Falls of Eviction – bring in judge and county clerk
- Code Enforcement –
- Habitability

- Navigating Section 8 Maze
- Panel Discussion of Market Trends

Hank brought up the idea of getting more involved in the community. A couple of events mentioned were Habitat Build Days, TBR Golf Tournament, and Veterans Day Parade.

Meeting adjourned at 1:43 p.m.