

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: January 16, 2014

Start at 12:00pm

End at 1:30pm

See attendance list of all attendees.

- Lunch Order and Served
- Round the Room Introductions-Name, Company, and How long in Property Management
- Words of inspiration from Jenni
- Speaker - Deb Newell, MPM® RMP®
- Meeting Adjourned

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: February 20, 2014

Start at 12:00pm

End at 1:30pm

What it means to be a NARPM® Chapter:

- How often would you like to meet?
 - Monthly-yes monthly

- What are you willing to pay for a Chapter Membership per year?
 - \$95

- What would you like to talk about at our meetings?
 - 4 speaker meetings a year.
 - Have a speaker every time, talk for 15minutes, or the entire time.
 - Topic of the month - Round table talk
 - Just Networking meetings.
 - Educational topics

- What would you like to Chapter leaders to do for you this year?

- Where would you like to have our meeting?
 - Here
 - Different locations.

- Do you know of vendors that would like to join our chapter?
 - Benefits broker
 - Business insurance
 - Business lawyer
 - Human resources
 - Webinar/recorded conference
 - Sales training-Scott gross, Wendy Patton
 - Property tax-ask Emma

- What type of speakers would you like to see?
 - Topics?
 - Business related?

- 8. What other groups would you like to see us partner with? (REI, RPOA, PMA)

- 9. How do we reach out to the other management companies in West Michigan?
 - Eddie and Tim to reach out to all the property management companies.
 - Send info to Tim and Eddie about adding new members and affiliate members to join chapter.

- What events can we go to to get the word out about NARPM?
 - Mar conference
 - Rpoa conference

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: April 17, 2014

Start at 12:00pm

End at 1:30pm

See attendance list of all attendees.

Discussion on Networking meetings-where?

Discussion on where to hold chapter meetings

Delegate to Tim reaching out to new members

Next Meeting 5-15-14

Eastern Regional

Round Table Discussion

- How to manage with less people
- Showing without people
- Maintenance
- Leasing/vacancy trends
- Social media
- Reviews

Action Items

Add networking meetings to Meet up

Reach out to Tim to explain reaching out to people

2-step Verification for Email

Look into if Lisa is a narpm member

Report Michael Anderson to narpm-contact attorney in the news

Sponser rei meetup-contact Brandon.

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: August 21, 2014

Start at 12:00pm

End at 1:30pm

- Sign in and begin meeting.
- Round the Room Introductions-Name, Company, and How long in Property Management
- NARPM® Mission Statement
- Code of Ethics Article 1: RESPONSIBILITY TO PROTECT THE PUBLIC
- Upcoming Events:
 - October 22-24 Annual Convention Minneapolis, MN
 - Book Hotel soon to get group rate
 - Book by September 22 to get Early Bird Pricing
 - The Foundation of Property Management
- Speaker: Elizabeth Welch Lykins
- 1:30 pm: Meeting Adjourned

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: 10-15-14

Start at 12:00pm

End at 1:30pm

Introduce new affiliate member - Rowdy with Evermore Flooring.

Go over the national convention

Russ and Tim with United to join before attending anymore meetings

Introduce virginia with the city of Grand Rapids

Started in 1986

Thoughts from the inspectors:

- Communicate between maintenance and office staff
- checklist to review from maintenance
- Correct keys
- On time or early
- Call to postpone if work is not done
- View as partners keeping a home up to code
- First initial.lastname@grcity.com

Minutes from Board Meeting of West Michigan Chapter of NARPM®

Date: February 20, 2014

Start at 12:00pm

End at 1:30pm

Update on the chapter filings from Justin Bajema

Go over by laws-Mark Troy

Go over dues-Mary Troy

Review applications for affiliates and members-Mark Troy

Go over questions about how to form the chapter-see notes from questions-Mark Troy

Chapter votes and agrees to meet at the university club for the rest of the year.

Commence meeting

Minutes from Board Meeting of West Michigan Chapter of NARPM®

Date: April 17, 2014

Items to Cover:

Membership-delegate to Tim
Next Networking Meeting-Where?
New Location for Meetings?
Affiliate member applications

Minutes:

Started Bank Account
Start File for West Michigan NARPM Chapter
Affiliate Members Added

- Magnum Plumbing

Changing Locations-Mark to find the location

Action Items

Process for new Affiliates

- Mailing list, website list, scan and save membership, Schedule and talk to affiliates-how to speak to our group.
- Jenni and Justin to sign the document for Bank
- Mark to find location for networking meeting on 5-15-17
- Mark to look into locations for quarterly chapter meetings

Minutes from Board Meeting of West Michigan Chapter of NARPM®
Date: 7-16-14

Attendees: Justin Bajema, John Brophy, Mark Troy, Jennifer Bajema

- Review august meeting
- Ask Elizabeth if she has presentation.
- Review July rei meeting
- Email to remind about memberships show value to listen to hr attorney
- Mark to check in with Tim about membership.
- New board. Add to agenda for next meeting.
- Apply for chapter excellence? Jenni to look into it.
- Speaker ideas: inspector, Doornbos, fair housing. Con-ed class

Minutes from Meeting of West Michigan Chapter of NARPM®

Date: 11-5-14

Attendees:

Mark Troy, John Brophy, Justin Bajema, Jennifer Bajema, Emma Persons, Eddie Beekman, Jon Smith, Brad Schertzing

- Go over current positions
- Discuss about board position descriptions
- Nominate and elect new board positions as follows:
 - President - Emma Persons
 - Vice President - Eddie Beekman
 - Treasurer - Jon Smith
 - Secretary - Brad Schertzing
- Board agrees to remove Jennifer, Mark, and Justin as signers from bank account
- Board agrees to add new treasurer, Jon Smith, as signer on bank account.
- Discuss early bird pricing for membership dues-\$20 off if paid before December 1
- John to send out renewal forms to current members
- Send out email to inform all of list about new leadership
- Next meeting to be in January 2015
- Meeting adjourned