

## Open Business Meeting

Nov 18, 2015

9:30am – 11:00

Café Latte – Saint Paul

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### 1. Members in Attendance

- Dave Holt – president
- Jennifer Spadine – president elect
- Curt Fluegel – past president
- Kathy Boyes – secretary
- Kati VanHale – treasurer
- Lynn Sedlack – membership/education
- Tom Sedlack – website
- Leah Benson – 33<sup>rd</sup> Company
- Steve Holt – RP Management
- Christine Minor – RP Management
- Al Spadine – Guardian Property Mgt.

### 2. Minutes from Previous Meeting

- Minutes were reviewed (via email on 11/17)
- Approval by president (via email on 11/17)

### 3. Code of Ethics

- Tom Sedlack Reported:
  - He had recently traveled to Kansas on behalf of National and taught their ethics course.
  - This course is a Professional Member requirement every 4 years.
  - Tom could offer this to our local membership in 2016. This give points for Chapter of Excellence.
  - Notables: owner non-compliances with habitability is grounds for contract termination. Professional standards of conduct in advertising – meta tags, black hat ad words, etc. are outside of NARPM's compliance.

### 4. Board and Committee Nominations

- A motion was raised to combine the Treasurer and Secretary seats in the event of limited successful nominees for either board seat. This motion was discussed and given consideration as an amendment to be addressed in the 2016 chapter bylaws.
- A motion was raised to make the Treasurer and Secretary terms two years for continuity in the role for the health of the board. This motion was discussed and given consideration as an amendment to be addressed in the 2016 chapter bylaws.
- Nominations for open board seats:
  1. Secretary – Leah Benson of 33<sup>rd</sup> Company, nominated by Kathy, second by Lynn, all were in favor.
  2. Treasurer – Kati VanHale of 33<sup>rd</sup> Company, nominated by Kathy, second by Jennifer, all were in favor.
  3. President Elect – Christine Minor of RP Mgt., nominated by Lynn, second by Kati, all were in favor.
  4. Legislative Chair – Curt Fluegel of Trikin Prop., nominated by Lynn, second by Kati, all were in favor.
  5. Membership Chair – Steve Holt of RP Mgt., nominated by Jennifer, second by Lynn, all were in favor.
  6. Educations Chair – Lynn Sedlack of 33<sup>rd</sup> Company will rollover from 2015.
  7. Website Chair – Tom Sedlack of 33<sup>rd</sup> Company will rollover from 2015.
- In accordance with the MN Chapter bylaws, the uncontested nominations for the open board seats will be duly elected by the power of the presiding authority.
- In compliance with the MN Chapter bylaws, the presiding authority will identify the results of the uncontested elections to the membership within 30 days of the appointed seats. (by 12/18)

### 5. Treasury Report

- Kati VanHale reported the current balance of the chapter account being **\$9,304.23**
- Grants available from National to our local chapter
- Chapter dues of \$100 is due by 1/31/16 (Company memberships - \$100 first, \$75 second, \$50 additional)
- Chapter Newsletter – highlights form 2015, plans for 2016, company chapter memberships, send by 1/8/16

6. Documents for National

- Chapter Compliance and Excellence
  1. Abbreviated year for 2015 that runs July 1 to Dec 31. This is to transition to a calendar year.
  2. Support documents are due March 31
- Chapter Bylaws Updates – due by May 1

7. Membership Growth

- Strategies of engagement
  1. Create value
  2. Offer education
  3. Improve communication
- Vendor Campaign for Affiliate membership
- Designation Candidate Support + Chapter Excellence Points
  1. No regional conventions – attendance at state conventions counts for points
  2. Promote national convention in Hawaii
  3. Community Event

8. 2016 Meeting Schedule

- December 9 – Current and incoming board meeting – Axel's on Grand at 5PM
- February 11 – Topic TBD - Lexington Park, Roseville
- March 10 – Topic TBD - Lexington Park, Roseville
- May 12 – Topic TBD - Lexington Park, Roseville
- July 14 – Chapter Social Outing – Saint Paul Saints Baseball game (?)
- September 8 – Open Business Meeting and Elections (results due to National by end of Sept ?)
- November 10 – Topic TBD - Lexington Park, Roseville

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2. Minutes from Previous Meeting

- Minutes were reviewed
- Approval/revisions at next meeting

3. Local News

- Minnesota PM Company
- Sited by commerce department
  - Selling insurance without a license
  - Illegally charging excessive late fees to tenants
  - Various other violations of state law
- Civil penalty of \$150,000
- Restitution of \$45,000

4. Treasury Report

- Kati VanHale
- Current account balance \$9,304.23

5. Membership Report

- Kathy Boyes
- Current active members – 16

6. Membership Growth

- Strategies of engagement
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  - Improve communication
- Open discussion in business meeting

7. Next Meeting

- November 18, 2015 – location TBD
- Open board meeting
- Set meeting calendar for 2016
- Determine speakers, events, and activities
- Discuss chapter growth strategies
- Open nominations for board seats and committee chairs

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