

Bylaws of
The Central Arkansas Chapter
of
The National Association of Residential Property Managers

ARTICLE I : Name, Purposes, Powers and Definitions

Section A : Name

The name of this organization shall be The Central Arkansas Chapter of the National Association of Residential Property Managers, Inc., hereinafter referred to as a chapter.

Section B : Purpose

The purposes for which the organization is established are to:

1. Establish a permanent trade association in the property management industry in the Central Arkansas geographical area.
2. To promote a standard of business ethics, professionalism and fair practices among its members.
3. To establish and promote education of its members.
4. To provide and promote an exchange of ideas regarding residential property management.
5. To educate and promote legislative initiative in the state of Arkansas.

Section C : Powers

The chapter may exercise all powers granted to it as a corporation organized under the non-profit corporation laws of the State of Arkansas.

1. The chapter shall be subject to all rules, regulations, ethics, standards and bylaws of the National Association of Residential Property Managers, Inc.
2. Chapter bylaws shall not conflict with those of the National Association of Residential Property Managers, Inc., hereinafter referred to as the national association.

Section D: This chapter's geographical definition shall be: Within the State of Arkansas

ARTICLE II: Membership

Sustaining Member, Member, Affiliate Member, and Honorary Member

Section A: Sustaining Member

A sustaining membership is an individual who is one of the founding members of the chapter. Requirements relating to acceptance into the Sustaining membership, suspension of sustaining membership, termination of sustaining membership shall be identical to those specified for members except for the following:

1. **Vote:** A sustaining member shall be eligible to vote in person at any regular or special meeting of the chapter.
2. **Replacement:** A vacancy in the sustaining membership shall not be replaced.
3. **The sustaining members shall meet once a year to provide counsel and advice to the executive committee and sub-committee chairpersons regarding the future trends of the industry and to lend its membership strength to the charter.**

Section B: Member

A member shall be an individual who is employed as a property manager or is actively seeking such employment. For the purposes of this section, a property manager is defined as a real estate licensee who is actively involved in the full-time management of residential properties either as an employee, sub-contractor, broker or designated broker.

1. **Acceptance into membership:** an applicant for membership in a chapter shall first be a member of the national association. A member of the national association may be a member of more than one chapter as long as that member meets all requirements for each chapter membership.
2. **Vote:** A member shall be eligible to vote in person at the annual meeting of the chapter in which officers are elected. A member shall be eligible to vote at all meetings of sub-committees upon which the member serves, if any.

Section C: Affiliate Member

An affiliate member shall be a business entity which provides products or services to the residential property manager. Requirements relating to acceptance into affiliate membership and suspension of affiliate membership shall be identical to those specified for members, except that affiliate members are not eligible to vote and are not required to have a Real Estate License; However, affiliate members can serve in advisory positions to the executive committee or chairpersons or committee members.

Section D: Honorary Membership

Honorary membership shall be bestowed upon individuals who, in the opinion of the executive committee, have rendered or continue to render distinguished service to the association or the profession of property management. Honorary members shall pay no dues or other assessments and shall be eligible to participate in the usual activities of the association, except they shall be ineligible to vote, hold office or serve as a member of the executive committee unless they are current members in good standing in the chapter and national association.

ARTICLE III: Suspension, Termination and Resignation of Membership

Section A: Suspension of Membership

Suspension of membership shall result in a member being unable to vote in chapter matters for a period of time designated by these or the national association bylaws or, where such discretion is authorized by the national association, for any one of the following reasons:

1. Suspension of membership: Suspension of membership for reasons stated in Article III of the bylaws of the national association.
3. Delinquency in payments: failure to make any payment (except annual chapter dues) within thirty (30) calendar days of invoice presentation, or failure to pay annual chapter dues in full by January 31st. Delinquency status shall remain in effect for a period not to exceed thirty (30) calendar days and shall be terminated upon payment of obligations in full or termination of membership.
4. By recommendation of the executive committee, and approved by the board of directors of the national association, as a result of violations of the Code of Ethics and Standards of Professionalism.

Section B: Termination of Membership

Membership shall be terminated for reasons identified below. Upon termination, a member shall lose all rights and interests in the chapter and national association.

1. Resignation: A member may resign at any time by forwarding a letter stating such intent to the president or secretary. The letter shall indicate the date on which the resignation is effective. No refund of chapter or national association dues shall be made for any reason.
2. Failure to Pay obligations: membership shall terminate automatically when a member fails to pay annual dues within sixty (60) days of January 1st, or fails to pay any other obligation within sixty(60) days of invoice presentation. Mitigating circumstances can extend the sixty (60) period, but only if the member notifies the president or treasurer of such circumstances before the sixty (60) day period has expired.
3. By recommendation of the president to the executive committee, a sustaining vote by the executive committee and approval by the board of directors of the national association as a result of a violation(s) of the Code of Ethics and Standards of Professionalism.

Section C: Reinstatement of Membership

A former member still meeting all membership requirements shall be reinstated:

1. Upon request, if such request is received during the calendar year during which a resignation occurred.
2. Upon request, provided that all financial indebtedness incurred has been paid and is current.
3. After a waiting period of one calendar year from the date of termination as a result of a presidential request or by action of the board of directors of the national association.
4. Upon request through the normal application procedures, if the resignation occurred beyond the current fiscal year.

ARTICLE IV: Executive Committee

Section A: Responsibilities

The executive committee, hereinafter known as the committee, shall have responsibility for the management of the chapter and shall exercise all rights and powers not expressly reserved by these bylaws or the bylaws of the national association/ Such management responsibilities shall include, but not limited to:

1. Establishing and implementing an organization framework for the chapter.
2. Establishing new or modifying existing operating rules that are not inconsistent with these bylaws, the bylaws of the national association or their intent. Recommendations of all changes to the bylaws must be submitted to chapter members. Upon the approval of a majority of chapter members, the changes to the bylaws must be submitted to the board of directors of the national association for approval.
3. Establishing annual chapter dues, application fees and special assessments.
4. Establishing new committees and dissolving existing committees.

Section B: The Executive Committee

All executive committee members should faithfully attend all executive committee meetings, the executive committee, hereinafter known as the committee, shall composed of the past president and four (4) officers as follows:

President - The president shall:

1. Be the chief executive officer of the chapter.
2. Preside at all meetings of the chapter.
3. Act as an alternate signatory for the funds withdrawn from the chapter account(s).
4. Sign all legal documents.
5. Undertake responsibility for such activities as deemed appropriate by the committee.
6. Serve as a member of the national association's membership committee.
7. Serve a term of one-year commencing with the beginning of the new calendar year.
8. Must attend annual Board Leadership Training offered by the National Association of Residential Property Managers.

Vice-President – The vice-president shall:

1. Fulfill the responsibilities of the president during his/her absence.
2. Replace the president at the end of the fiscal year.
3. Automatically accede to the presidency during a calendar year when the presidency becomes vacant.

4. Report said activities and information gleaned from guest lecturers to the Residential Resource.
5. Coordinate speakers and lecturers that are relevant to the residential industry for chapter meetings.
6. Undertake all activities as are deemed appropriate by the president.
7. Serve as a member of the national association's publication committee.
8. Serve a one-year term commencing with the beginning of the calendar year.
9. Must be back up for attendance at annual Board Leadership Training offered by the National Association of Residential Property Managers if the President is unable to attend.

Secretary – The secretary shall:

1. Notify all chapters members of upcoming meetings including but not limited to:
 - a. The time, date and location of said meeting
 - b. Chapter business to be conducted.
 - c. Guest lecturers who will be speaking.
2. Maintain a current chapter membership directory.
3. Record said directory with the national association's membership committee.
4. Record, maintain and distribute minutes of all regular and special meetings of the committee as appropriate.
5. File all federal, state and local reports as needed.
5. Undertake responsibility for such other activities as deemed appropriate by the committee.
6. Serve a term of one-year commencing with the beginning of the calendar year

Treasurer – The treasurer shall:

1. Be a signatory for all funds withdrawn from chapter account(s).
2. Distribute annual renewal notices for chapter dues and special assessments.
3. Deposit all funds into a federally insured financial institution.
4. Prepare a financial report for the committee upon request.
5. Prepare an end-of-fiscal year report for the treasurer of the national association.
6. File tax and other financial reports with the appropriate government agencies.
7. Undertake responsibility for other such activities as deemed appropriate by the committee.
8. Serve a term of one-year commencing with the beginning of the calendar year.

ARTICLE V: Eligibility, Nominations, Elections, and Term of Office and Vacancies

Section A: Eligibility

To be eligible to serve as a chapter officer, an individual shall be a member in good standing with both the chapter and the national association. Furthermore, the chapter member must be willing to fulfill the duties of the office to which he/she is elected, including those duties relating to the national association.

Section B: Notification of Members

Chapter members shall be notified in writing, via the chapter newsletter or by special mailing, of the pending election and nominations solicited from chapter members at least thirty (30) days prior to the last regularly scheduled chapter meeting before the end of the calendar year. Nominations shall be done in two ways:

1. Write-in: Any member who writes in the name of a nominee shall provide a signed letter from the individual so nominated indicating the said individual's willingness to serve if elected.
2. In Person: Any member who is present during the electoral process can be nominated.

Section C: Elections

Elections shall be conducted in the last regularly scheduled chapter meeting prior to end of the calendar year.

1. Presiding Authority: The outgoing president shall conduct the election. The outgoing president can delegate the electoral process to the president-elect or any other chapter member provided that member is not a nominee.
2. Quorum: If due notice was given to all chapter members, a quorum need not be present to make the proceedings official.
3. Uncontested Offices: the presiding authority shall identify those Offices for which there is only one nominee. Upon a motion to close the nominations for such offices, that nominee shall be considered duly elected.
4. Contested Offices: In the case of contested office(s), each office shall be dealt with through a ballot presented to those who are in attendance at the chapter meeting. The nominee receiving a simple majority shall be elected to the position.

Section D: Term of Office

An officer's term of office shall commence with the beginning of the new calendar year and conclude at the end of the same.

Section E: Vacancy

An office shall be declared vacant when an officer:

1. Resigns that office through written notification to the president or the secretary.
2. Is no longer eligible for membership in the chapter or the national association.
3. Is no longer capable of fulfilling duties of the office involved.

Section F: Filling A Vacated Office

In the event that the position of president is vacated, the vice-president shall automatically fill that position and shall continue to serve as both president and vice-president. In the case of other offices, vacated office shall be filled.

1. When: When more than three (3) calendar months remain before the next election at which the vacancy shall be filled.
2. Procedure: By an individual nominated and approved by the executive committee.

ARTICLE VI: Meetings, Locations, and Majority Rules

Section A The executive committee shall meet with the same frequency as the chapter meetings, or at a time approved by the chapter executive committee, which must be no fewer than four (4) meetings annually.

1. Notice of Regular Meeting: With the advice and consent of the president, the secretary shall notify all members of the executive committee of the date, time and place by regular letter, fax or email.
2. Waiver of Notice: Attendance by any member of the executive committee at a regularly scheduled meeting at which date, time and place is established for the next meeting shall constitute a waiver of notice of the next regular meeting of the committee.
3. Electronic Meetings: If approved by the chapter executive committee, meeting can be held electronically in order to conduct the business of the chapter.

Section B Location

All meetings of the chapter shall be held within the geographic definition of the chapter. All meetings of the executive committee shall be held within the geographic definition of the chapter unless otherwise waived by all the members of the executive committee.

Section C Quorum

1. A majority of the executive committee officers in attendance shall constitute a quorum.
2. Quorum: A quorum to conduct business by the members shall be 10% of the member eligible to vote at a regularly scheduled meeting. A chapter event can be held without a quorum but no business can be conducted.

Section D Simple Majority Vote

All actions and decisions of the executive committee shall be made official by simple majority vote of the members present at any regular or special meeting of the committee or by written facsimile or electronic transmission.

ARTICLE VII: Sub-Committees

Section A Appointment

Except as otherwise stated in these bylaws or the bylaws of the national association, the chairpersons and members of all sub-committees shall be appointed by the president with the advice and consent of the executive committee.

Section B Responsibilities

Sub-committees shall undertake such responsibilities as are identified in these bylaws or as may be assigned to them by the president with the advice and consent of the executive committee. No sub-committee may take any action on behalf of or representative of the chapter unless specifically authorized by the executive committee.

Section C

The president with the advice and consent of the executive committee shall have the authority to create and dissolve sub-committees according to the needs of the chapter.

ARTICLE VIII: Code of Ethics & Standards of Professionalism Acknowledgment and Enforcement

Acknowledgment and Enforcement

The Code of Ethics and Standards of Professionalism shall be approved by the National NARPM Board of Directors.

As a condition of membership all Professional Members of NARPM® must complete a NARPM® Code of Ethics training. Each Professional Member of the association is required to complete a NARPM® approved ethics training either in classroom or through other means within ninety (90) days of making application, as approved by the board of directors of NARPM®. The association shall design a new course of instruction each four-year period to meet the requirement of membership.

Failure to satisfy this requirement within ninety (90) days of making application to the association will result in the membership of the Conditional Member being suspended. If a Conditional Member has not taken the new member ethics class during their first year (12 months) of application, they will be terminated and will need to reapply for new membership.

Section A Chapter Charter

A Chapter Charter is granted only upon the acknowledgment that the chapter members shall:

1. **Be familiar with Code:** Read and be familiar with the applicable Code of Ethics to which continual adherence is mandatory for continuation of a Chapter Charter and individual membership.
2. **Be Unopposed to Application:** By receipt of the Chapter Charter, the chapter does hereby formally agree to not take any legal action(s) against the national association, its officer(s), committee chairperson(s), committee member(s) or the chapter, its officer(s), sub-committee chairperson(s) or sub-committee member(s) for any prescribed action identified by these by laws or the bylaws of the national association taken for the purpose of enforcing the applicable Code of Ethics and Standards of Professionalism.

Section B: Enforcement

It is the duty of the president of the chapter to report all violations of the national association's Code of Ethics and Standards of Professionalism to the national Association's grievance committee.

ARTICLE IX: Financial Considerations

Section A: Calendar Year

The chapter's calendar year shall be the same as the national association's calendar year.

Section B: Chapter Dues

A chapter has the authorization to charge annual and pro-rated dues subject to approval by the national association.

1. Payable: Dues are payable on January 1st
2. Late Dues. Dues will be deemed late if after January 31st, they are still unpaid. Members who pay their dues after January 31st will not be listed in the Annual Membership Directory.
3. Non-payment of Dues: Failure to pay the annual dues within sixty (60) days after the first day of the year shall result in automatic termination of membership unless there are extenuating circumstances.
4. Affiliate dues: The amount of local chapter dues for Affiliate dues shall be established annually by the board of directors during the budgeting process. The chapter will charge dues to National Affiliate members.
5. Late Fees: Any payment received after the due date will be considered late, and a late fee will be assessed. The Board of Directors must approve any schedule of late fees or returned check fees during the budgeting process.

Section C: Special Assessments

Special Assessments may be established by the Executive Committee and imposed upon its chapter members and/or affiliate members for a specific funding purpose. The purpose and amount of any special assessment shall be announced at a regular or special meeting of the chapter prior to the imposition of such an assessment. No more than one special assessment may be imposed in any calendar year.

Section D: Budget

The treasurer, in conjunction with the executive committee, shall prepare an itemized budget of income and expenses for each calendar year. The budget shall not exceed the chapter's ability to pay the same.

Section E: Non-Binding

The chapter shall not have any authority to financially obligate or bind the national association of any reason.

ARTICLE X: Proposals and Procedures for Amending

Section A: Proposals

Amendments to these bylaws may be proposed by any chapter member or board of director of the national association at any time through a letter addressed to the executive committee and presented or mailed to the secretary. Any such proposal shall be studied by the entire executive committee or an officer of the executive committee or by a sub-committee created and/or assigned for the purpose as appointed by the president.

Section B: Procedure for Amending

The entity assigned for the purpose of reviewing proposed Bylaw revisions shall present the proposed amendment to the executive committee with its findings and proposed recommendations of actions. A two-thirds majority of the executive committee is necessary in order to amend these bylaws.

Once approved by the Chapter Executive Committee, amendments shall be subject to approval by the board of directors of the National Association of Residential Property Managers, Inc., prior to their implementation or adoption by the chapter and a final copy of these bylaws are to remain on file at national's office.

ARTICLE XI: Miscellaneous

Section A: Invalidity

The invalidity of any provision of these bylaws shall not impair or affect in any manner the validity, enforceability or effect of the remainder of these bylaws.

Section B: Waiver

No provision of these bylaws shall be deemed to have been abrogated or waived by reason of any failure to enforce the same, regardless of the number of violations or reaches which may have occurred.

Section C: Hold Harmless and Indemnify

The chapter shall hold harmless and indemnify members of the executive committee, officer(s), sub-committee chairperson(s) and sub-committee members, as well as the national association, its board of directors, officers, chairpersons and committee members who are acting within the scope of their responsibilities, duties or these bylaws.

Section D: State Laws

These bylaws may be amended to conform and comply with the laws, statutes, rules and regulations of the governing bodies of local, county and/or state authorities that have jurisdiction.

Section E: Sexual Harassment

The National Association of Residential Property Managers™ (NARPM) has adopted a zero-tolerance policy toward discrimination and all forms of unlawful harassment, including but not limited to sexual harassment. This zero-tolerance policy means that no form of unlawful discriminatory or harassing conduct by or towards any employee, member, vendor, or other person in our workplace and at our events/meetings will be tolerated.

Section F: Dissolution

Should the membership vote by majority to dissolve the operations of the State chapter, all

remaining funds in the treasury will be sent to the National Association of Residential Property Managers.

These bylaws are hereby accepted and enforced this 27th day of October, 2021.

Form 990-N

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2021

Open to Public Inspection

A For the **2021** Calendar year, or tax year beginning **2021-01-01** and ending **2021-12-31**

B Check if available

☐ Terminated for Business

☒ Gross receipts are normally \$50,000 or less

C Name of Organization: **CENTRAL ARKANSAS CHAPTER OF
THE NARPM INC**

**4801 NORTSHORE DR,
Little Rock, AR, US, 72118**

D Employee Identification
Number **46-4028112**

E Website:

F Name of Principal Officer: **Scott Deaton**

**4801 NORTSHORE DR,
Little Rock, AR, US, 72118**

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

Central Arkansas Chapter NARPM - 2021 Financials Sheet

		Period: 01/1/2021-12/31/21		
Beginning Balance: 12/28/20			\$14,175.67	
Income:				
Deposits:	\$1,151.00			
(NSF Checks)				
Total Income:	\$1,151.00			
Expenses:				
Bus Card drawing/door prize				
Christmas				
Continuing Education	\$600.00			
Convention				
Directories				
Donations				
Dues Refunded (over Payment)				
Flowers				
Frame				
Gift-Affiliate				
Imprints/Plaques/Banners				
Luncheon/Dinners	\$120.00			
Reimb-Luncheon				
NARPM Dinner				
Office Supplies	\$999.07			
Raffle 50/50				
Reimb- Misc items (form 1024)				
Speaker				
Sponsor (Chapter Hole)				
Symposium				
Travel				
Total Expenses:		\$1,719.07		
Ending Balance: 12/31/2021			\$13,607.60	

Central Arkansas Chapter NARPM - 2022 Budget

Beginning Balance: 12/31/21 **\$13,607.60**

Income:

Affiliate Dues – 10 members @ \$150.00	\$1,500.00
Professional Member Dues – 20 members @ \$125.00	\$2,500.00
Guest Fees- Meetings	\$0.00

Total Income: **\$17,607.60**

Expenses:

Affiliate Appreciation Dinner	\$1,500.00
Continuing Education	\$1,200.00
Convention – President	\$500.00
Vice President training	\$200.00
Monthly Luncheons	\$750.00
Continuing Education	\$700.00
Name Badges – New Members	\$100.00
Speaker	\$250.00
Directories	\$500.00
Donations	\$500.00

Total Expenses: **\$6,200.00**

Balance Forward **\$11,407.60**

Briles Andrews

From: betty fletcher <betty@fletcherpm.com>
Sent: Thursday, May 20, 2021 11:35 AM
To: Briles Andrews
Cc: anika@gossmanagement.com; annmarie@a2opinion.com; arkaboomer@gmail.com; arkwildremoval@hotmail.com; billbarlow@bpmrealtors.com; candy@ausumrealty.com; Cathy@lrapartments.com; chantelle.cole@yahoo.com; Chris Walsh; chris2seaton@gmail.com; chuckgoss@aol.com; cmelgarejo@gkhouses.com; Contact@precisiondoorlittlerock.com; csgoss@aol.com; davidpjohn@windstream.net; dcummings@garagedoorfixer.com; Dennis Blackwell; douglas@crestcore.com; drdail@sbcglobal.net; Ecotechelectric295@gmail.com; ehance@gkhouses.com; Erika Sisson; Furmanelec@msn.com; gail@tenantdata.com; gailtcb@sbcglobal.net; Greg@gdaapm.com; Hoffmanj10@comcast.net; homeyerlawn@aol.com; info@acutraq.com; info@solidrockar.com; info@villagevillas.com; jackietwillie@gmail.com; jamie@hoffmanteamrealestate.com; Jason@JasonBolden.com; jeannie@acutraq.com; jeffrollins31261@gmail.com; jerry@allredrealtors.com; Jharr@harrismchaney.com; jimboC8@sbcglobal.net; John Criss; Ket1441@sbcglobal.net; Kristina Copeland; kristinebarnello@yahoo.com; LBA.Rental@sbcglobal.net; littlerockhomes@yahoo.com; lrgarkansas@gmail.com; lukemccoy@sbcglobal.net; midtownproperties@msn.com; mike@armoldandwater.com; nathanh@arkbestrealty.com; nau@nmmakeready.com; oaktreeprops@gmail.com; pampenor@gmail.com; Paul.jilg@centralbankar.com; paula@968rent.com; pdscustomerservice@precisiondoor.net; peacockrealestate@yahoo.com; rentfromrpm@gmail.com; rents@re501.com; richardsappliances@gmail.com; RMS@968rent.com; ron.nobles@chhj.com; roy@raineyrealty.com; RPMD Office; rsherman@rpmcentralar.com; Scott Nelson; sdeaton@deatongrouprealty.com; seatonhna@gmail.com; steve@hgrouprealestate.com; t_kphilbrook@yahoo.com; thomas@buyconway.com; trlaughlin@comcast.net; tsmith@rpmgroup.com; Tucker Holmes; valentinehansen@gmail.com; virginia@bartgrayrealty.com
Subject: Re: REMINDER: NARPM Central Arkansas Meeting & Newsletter

Please use this UPDATED link to join TODAY's meeting!

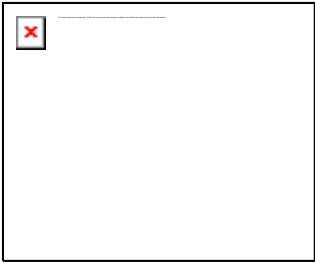
<https://us02zoom.us/j/94953978457?pwd=VFhURWtFfFVWVycT3l1S1G1c4SGVU1.1!>
! N ffuph LE;949 5397 8457!
Qbttdepf;622827

Thanks and Please Stay Safe!

Let me know if you need anything else. . .

Betty

Uif kjhftubewfowsf kpv kbo ublf!t up hgvf uif hgvf pgtzpvstefbn t/Pqsb i X jgsfz



Betty Fletcher, MPM® RMP®
Fletcher Property Management, Inc., CRMC®
P O Box 13915 Maumelle, AR 72113-3915
O: 501 296-9922
Proud to be Arkansas' 1st
Certified Residential Management Company

On Wed, May 19, 2021 at 9:01 AM Briles Andrews <brilesandrews@rpmdelta.com> wrote:

Just a friendly reminder to join us tomorrow @ 11:30 am in person at American Pie Pizza in Maumelle or via zoom (zoom to begin closer to noon) @

<https://us02web.zoom.us/j/82206319411?pwd=cjNJK1dhcTA2MVA0bHJGUW9mVEkzZz09>.

Subject: NARPM Central Arkansas Meeting & Newsletter

When: Thursday, May 20, 2021 11:30 AM-1:00 PM (UTC-06:00) Central Time (US & Canada).

Where: American Pie Pizza- 9709 Maumelle Blvd, North Little Rock, AR 72113



CENTRAL ARKANSAS CHAPTER

CHAPTER NEWSLETTER, MAY 12 2021

Attention members and guests... WE'RE BACK!!!

Evictions are back, too... for now (more on that later).

After a long layoff due to you-know-what (no need to mention, I'm sure) I'm pleased to announce that the Central Arkansas Chapter of The National Association of Residential Property Managers is back

in the game for live, in person meetings. Zoom options are in the works for those who wish to attend remotely at the following link:

<https://us02web.zoom.us/j/82206319411?pwd=cjNJK1dhcTA2MVA0bHJGUW9mVEkzZz09>

This month's speaker is attorney **Justin Huett with the Huett Law Firm in Benton, AR**. Mr. Huett is a solo practitioner in Benton, with previous experience representing some of the largest apartment complexes and property management companies in Pulaski County. In recent years Justin has transitioned into a smaller practice, with an almost equal split between domestic relations and property/landlord tenant cases. Justin has handled hundreds (if not thousands) of evictions, contract disputes, fair housing complaints, and property damage issues. For the meeting on the 20th, the plan is to provide both an update to the status of the eviction moratorium, as well as a summary of the moratorium itself, including exceptions and the procedure tenants must follow to be exempted under the moratorium. (A federal court actually struck down the moratorium last week, but I expect the feds to file an appeal, which will include a stay on the judge's order, which will keep the moratorium in place. We'll know more by the time the meeting rolls around.)

In other news, the chapter is quite literally being “rebooted” and expect to see some changes in when, where, and how we meet as well as some additional exciting items which we hope will bring value (and some fun) to all of our members. Your feedback is always appreciated, and any ideas that you as a member would like to add are always welcome.

We've got a lot of items to catch up on and would love to see everyone there!

NEXT MEETING: The next monthly meeting of the National Association of Residential Property Managers (NARPM) will be held on Thursday, 05/20/2021 @ 11:30 am.

PLACE: American Pie Pizza, 9709 Maumelle Blvd, N. Little Rock, AR 72113 **OR** on the interwebs via zoom @

<https://us02web.zoom.us/j/82206319411?pwd=cjNJK1dhcTA2MVA0bHJGUW9mVEkzZz09>

PROGRAM SPEAKER: Attorney Justin Huett, Huett Law Firm (501) 487-7058, presenting the latest info on the CDC moratorium on evictions.

MEMBERSHIP: Interested in learning more about NARPM or becoming a member? To join as a member of our organization, you must be a licensed residential property manager, support staff of a licensed residential property manager or licensed business owner and a member of NARPM national.

SUGGESTIONS: We always welcome input or suggestions to make our chapter stronger. Contact our President Briles Andrews at 501 236-1479 or brilesandrews@rpmdelta.com

Briles Andrews

From: betty fletcher <betty@fletcherpm.com>
Sent: Wednesday, July 7, 2021 8:24 AM
To: Justin Orick; Cathy Tuggle; Garage Fixer; Sefcik, Deborah; David; gail@tenantdata.com; Homeyer Sprinkler; info@arkansaspest.com; Jeannie Baker; info@acutraq.com; Lisa Hawley; Jared McCoy; mary.derby@thepicompany.com; Mike Flowers; nau@nmmakeready.com; Paul Jilg; pdscustomerservice@precisiondoor.net; Richard's Appliance; Robert L. Cole Jr; Ron Nobles; Seaton Heat N' Air; Anika Dixon; arkaboomer; info@villagevillas.com; Betty Fletcher; Briles Andrews; Douglas Skipworth; Solid Rock Property Management, LLC; Jamie Hoffman; Jerry Allred; Jake Harr; RPMD Office; pam penor; rents@re501.com; Robby Jones; Real Property Management; sdeaton@deatongrouprealty.com; Steve Hendrich; Tammy Smith; annmarie@a2opinion.com; bfox@harrismchaney.com; billbarlow@bpmrealtors.com; candy@ausumrealty.com; chantelle.cole@yahoo.com; Chris Seaton; Chris Walsh; Chuck Goss; Curren Melgarejo; Jolene Coop; Sally Goss; Chad Cumming; David John; Donna Dail; Dusty Edwards; Adam tull; Gail Blucker; Greg Doering; Hoffmanj10@comcast.net; Jackie Twillie; Jason Bolden; Jeff Rollins; jimboC8@sbcglobal.net; kellym@porchlightar.com; Ket1441@sbcglobal.net; Kristine Barnello; Daniel; littlerockhomes@yahoo.com; John Taylor; midtownproperties@msn.com; nathanh@arkbestrealty.com; oaktreeprops@gmail.com; paula@968rent.com; Jim Peacock; ralphmcdaniel@realtor.com; Rkelderman@propertymanagementinc.com; RMS@968rent.com; roy@raineyrealty.com; stevekotchjr@yahoo.com; kristy philbrook; terry@epcontracting.net; trlaughlin@comcast.net; virginia@bartgrayrealty.com; Amy Karns A Plus Management; Dennis Blackwell; Erika Sisson; John Criss; Kristina Copeland; Robbie Sherman; Scott Nelson; Thomas Hudson; Tucker Holmes; Val Hansen; Erin Dreher; Matthew Whitaker
Subject: NARPM Central AR - Meeting 7/15/2021 with Andrea Alford, Executive Director of AREC

NARPM CENTRAL ARKANSAS CHAPTER CHAPTER NEWSLETTER - July 2021

It is time to reboot the NARPM Central AR Chapter! Now you can attend chapter meetings your way - as we will be meeting virtually AND in person! The link to join remotely is below.

We have some GREAT speakers lined up and best of all, your chapter dues for 2021 are waived! So, mark your calendar to join in and see how being a part of the NARPM Central AR chapter will improve your business efficiency and income! Here is lineup of Speakers:

- 7/15/2021 **Andrea Alford, Executive Director of the Arkansas Real Estate Commission.** She will bring us all up to date on new regulations affecting our business. What about the new rules regarding advertising? Do your yard signs comply? What about your marketing materials? Facebook? Who can sign leases? What can your unlicensed staff legally do? How often must you send statements to your owners? Join us to confirm you are in full compliance!
- 9/16/2021 **Michael Francis, MPM** with Rollingwood Management in Austin, TX will present Death of a Tenant. Every Property Manager's nightmare. What to do when you get the call that a tenant has died in your property. It is not a question of IF but WHEN it will happen to you. What's your responsibility? What does your lease say? What about insurance? What about the media! Michael will share his experiences (yes, plural) and help you develop some strategies.

- 11/18/2021 **Brian Birdy, MPM** with Birdy Properties in San Antonio, TX. Brian is always informative and entertaining!
More to come on the specific presentation.
- 1/20/2021 **Kellie Tollifson, MPM** with T-Square Management just north of Seattle, WA. Kellie will guide us into the world of handling client demands, tenant requests and vendor needs with confidence. We are called upon to make decisions every day that affect our bottom line, customer service and our attitudes. Learn how to referee these demands with ease and come out a winner!

NEXT MEETING: The next monthly meeting of the National Association of Residential Property Managers (NARPM) will be held on Thursday, July 15, 2021. We start gathering at 11:30 am and adjourn promptly at 1:00 pm.

PLACE: We meet at American Pie Pizza located at 9709 Maumelle Boulevard OR on the interwebs via Zoom @ **OR** on the interwebs via zoom

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CONTINUING EDUCATION: Our annual Continuing Education class is scheduled for August 17, 2021 and will be held at Keith Montgomer's office/auditorium. The \$75 cost per person is covered for dues paying chapter members. Lunch is included. Mark your calendars! Send your RSVP to brilesandrews@rmpdelta.com and we'll get you signed up!

MEMBERSHIP: Interested in learning more about NARPM or becoming a member? To join as a member of our organization, you must be a licensed residential property manager, support staff of a licensed residential property manager or licensed business owner and a member of NARPM national.

We always welcome input or suggestions to make our chapter stronger. Contact our President Briles Andrews at 501 236-1479 or brilesandrews@rmpdelta.com

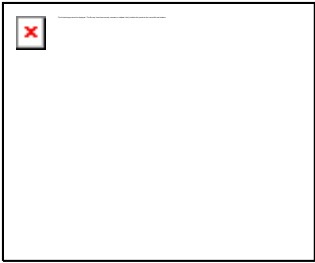
Thanks and Please Stay Safe!

Let me know if you need anything else. . .

Betty

The new dawn blooms as we free it. For there is always light, If only we're brave enough to see it. If only we're brave enough to be it. Amanda Gorman

Betty Fletcher, MPM® RMP®



Fletcher Property Management, Inc.
P O Box 13915 Maumelle, AR 72113-3915
O: 501 296-9922

- 9/16/2021 **Michael Francis, MPM** with Rollingwood Management in Austin, TX will present Death of a Tenant. Every Property Manager's nightmare. What to do when you get the call that a tenant has died in your property. It is not a question of **IF** but **WHEN** it will happen to you. What's your responsibility? What does your lease say? What about insurance? What about the media! Michael will share his experiences (yes, plural) and help you develop some strategies.
- 11/18/2021 **Brian Birdy, MPM** with Birdy Properties in San Antonio, TX. Brian is always informative and entertaining! How to grow your Property Management Company NOW! In this session, we will discuss the important things that anyone can do to grow their business. Areas of discussion are education, staffing, referrals, facilities, technology, advertising/marketing, networking and the #1 way everyone can be guaranteed to Grow their Business.
More to come on the specific presentation.
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11

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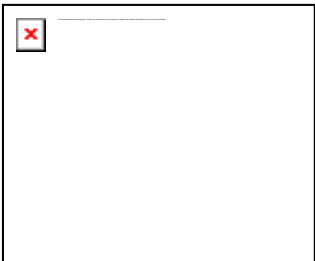
Thanks and Please Stay Safe!

Let me know if you need anything else. . .

Betty

Zpv bsf ksbwfsuibo zpv kfmjfwf -boe !tupohfsuibo zpv tffn -boe !tn bafsuibo zpv ui jol /!Distupqifs!
Spcj

Betty Fletcher, MPM® RMP®



Fletcher Property Management, Inc.
P O Box 13915 Maumelle, AR 72113-3915
O: 501 296-9922

Briles Andrews

From: betty fletcher <betty@fletcherpm.com>
Sent: Tuesday, November 16, 2021 7:47 AM
Subject: NARPM Central AR News

It is time to reboot the NARPM Central AR Chapter! Now you can meet your way as we will be meeting virtually AND in person! The link to join remotely is below.

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NEXT MEETING: The next monthly meeting of the National Association of Residential Property Managers (NARPM) will be held on Thursday, November 18, 2021. We start gathering at 11:30 am and adjourn promptly at 1:00 pm. **Please note that while we will still meet in person and virtually, the presentation will be virtual this month.**

PLACE: We meet at American Pie Pizza located at 9709 Maumelle Boulevard OR on the interwebs via Zoom @ OR on the interwebs via zoom

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We always welcome input or suggestions to make our chapter stronger. Contact our President Briles Andrews at 501 236-1479 or brilesandrews@rpmdelta.com

Thanks and Please Stay Safe!

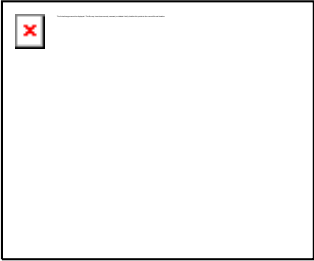
Let me know if you need anything else. . .

Betty

The most difficult thing is the decision to act, the rest is merely tenacity.

Amelia Earhart

Betty Fletcher, MPM® RMP®



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AGENDA

NARPM CENTRAL ARKANSAS BOARD MEETING

1:30 pm, 4/15/2021 via Zoom

- Welcome
- Establish Quorum
 - Attending: Scott Deaton, Briles Andrews, Betty Fletcher
- Old Business
 - Scott Deaton follow up as Treasurer
 - Confirmed access to accounts
 - Has physical check book
 - Bank notifications, statements, etc. all going to Scott
- New Business
 - Re-start in-person meetings next month
 - American pie pizza
 - Possible other venues?
 - Speakers
 - May - Justin Huett (Evictions)
 - June - TBD
 - July - Andrea Alford, AREC
 - Aug - TBD
 - Sep - TBD
 - Betty to work on finding speakers to fill schedule
- Adjourn

MINUTES

NARPM CENTRAL ARKANSAS BOARD MEETING

1:30 pm, 5/20/2021 via Zoom/In-Person

- Welcome
- Establish Quorum
 - Attending: Scott Deaton, Briles Andrews, Betty Fletcher (zoom)
- Old Business
 - In-person meetings
 - Resumed @ American Pie Pizza, 3rd Thursday ea. month
 - Zoom option to remain available for remainder of year
- New Business
 - Zoom presentation hardware
 - Purchase iPad (2), stand(s), and microphone
 - Move to bi-monthly meeting format
 - Low attendance, participation
 - Extra time to find quality speakers, planning
 - Next meeting July 2021
 - Speakers
 - July - Andrea Alford, AREC
 - Sep - Michael Francis, Death of a tenant
 - Nov – Brian Birdy, PM Growth
 - Jan 2022 – Kellie Tollifson, handling demands
 - Continuing Education
 - Confirm time and date (8/17/21)
 - Looks like Keith is presenting
 - Partner with IREM
- Adjourn

MINUTES

NARPM CENTRAL ARKANSAS BOARD MEETING

6:30 pm, 6/16/2021 In-Person @ Cheers, Maumelle

- Welcome
- Establish Quorum
 - Attending: Scott Deaton, Briles Andrews, Betty Fletcher (zoom)
 - Guest: RVP Amy Karns
- Old Business
 - Zoom hardware
 - All necessary items purchased
 - Continuing Education
 - Speaker, time, date, and venue confirmed
 - Sign-up sheets sent out to membership
- New Business
 - General discussion with RVP Amy Karns
 - Chapter health, challenges, successes
 - Ideas for attendance
 - Golf tournament, sporting event, etc.
 - Social functions
 - Drawings
 - General small gift cards
 - Pd. fees/trip to national convention
 - Speakers
 - July - Andrea Alford, AREC
 - Sep - Michael Francis, Death of a tenant
 - Nov – Brian Birdy, PM Growth
 - Jan 2022 – Kellie Tollifson, handling demands
- Adjourn

MINUTES

NARPM CENTRAL ARKANSAS BOARD MEETING

1:30 pm, 11/18/2021 In-Person & Zoom

- Welcome
- Establish Quorum
 - Attending: Scott Deaton, Briles Andrews, Betty Fletcher (Zoom)
- Old Business
 - Continuing research for extra curricular activities
 - Pushed to Spring 2022 due to Covid
- New Business
 - Annual Christmas Party cancelled
 - Covid impacts
 - Low attendance probable
 - Begin ween-off of Zoom for local membership
 - Create zoom invite list for membership over an hour away
 - Reach out to “free agent” membership in state
 - Election results (September Meeting)
 - Briles Andrews remains as President
 - Robby Jones remains as Vice President
 - Scott Deaton remains as Treasurer
 - Betty Fletcher remains as Secretary
 - Cmte. Chairs TBD Jan 2022
 - Speakers
 - Jan 2022 – Kellie Tollifson, handling demands
 - Mar 2022 - TBD
- Adjourn

MINUTES

NARPM CENTRAL ARKANSAS BOARD MEETING

1:30 pm, 11/18/2021 In-Person & Zoom

- Welcome
- Establish Quorum
 - Attending: Scott Deaton, Briles Andrews, Betty Fletcher (Zoom)
- Old Business
 - Continuing research for extra curricular activities
 - Pushed to Spring 2022 due to Covid
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 - Cmte. Chairs TBD Jan 2022
 - Speakers
 - Jan 2022 – Kellie Tollifson, handling demands
 - Mar 2022 - TBD
- Adjourn