



Wednesday, February 14, 2018

Central Arizona Chapter

Board Meeting Minutes

- **Treasurer's Report**

- **2018 Year Planning:**

- **Review and introduce Board Membership changes:**

- **Chapter Meetings dates:**

 - May 16

 - Aug. 15

 - Dec. 11

- **Possible Topics/speakers:**

 - Commissioner: coordinate travel expense and schedule hotel

 - Food

 - Venue

 - Marriott

 - LaQuinta

- **Membership Grant Preparation**

 - Holly work with Jenny (Membership chair)

- **Compliance:**

 - 2018 Budget and 2017 Income/Expense

- **Excellence:**

 - Due March 31,2018

- **Extra activites:**

 - Holiday Party

Wednesday, February 14, 2018

- Board Elections



Wednesday, November 28, 2018

Central Arizona Chapter

Board Meeting Minutes

- **Treasurer's Report**
- **2019 Year Planning:**
 - Review Leadership training in St. Louis
 - Incoming President review of 2019 Goals
- **Chapter Meetings dates:**
- **Possible Topics/speakers:**
- **Extra activities:**
 -



Wednesday, May 16, 2018

Central Arizona Chapter

Board Meeting Minutes

- **Treasurer's Report**

- **2018 Year Planning:**

- **Chapter Meetings dates:**

 - Aug. 15

 - Dec. 11

- **Possible Topics/speakers:**

 - Commissioner:

 - coordinate travel expense and schedule hotel - Completed

 - Food

 - Venue

 - Stonebridge Club house - Reserved

- **Membership Grant Preparation**

 - Holly work with Jenny (Membership chair)

- **Extra activities:**

 - Holiday Party

 - Board Elections

 - CE Class September 2018

NARPM

National Association of Residential Property Managers
CENTRAL AZ CHAPTER

TOPIC:

Tenant Evictions, Court Process
Speaker: Judge, Glenn Savona
Justice of Peace/City Magistrate
(Lunch included)

August 16 @ 11:30

Location: Gurley Street Grill
230 W Gurley St, Prescott

RSVP: 445-8750 by August 13

Or Holly@ppmprescott.net

Members \$7.50

Non-Members \$15



Central Arizona Chapter

2019

Board Leaders

President - Sarah Thompson
President Elect - Diane Tenison
Past President - Loni Lenahan
Treasure - Lori Burgan
Secretary - Terri

Committee Members

Education – Diane
Legislative – Lori
Affiliate – Kevin
Marketing – Cindy
Recognition – Loni
Membership – Jenny



Confirmation

[Home](#) | [Security Profile](#) | [Logout](#)

Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** NARPM-CENTRAL AZ CHAPTER INC
- **EIN:** 651261526
- **Tax Year:** 2017
- **Tax Year Start Date:** 01-01-2017
- **Tax Year End Date:** 12-31-2017
- **Submission ID:** 10065520181131945489
- **Filing Status Date:** 04-23-2018
- **Filing Status:** Pending

Note: [Print](#) a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS



NARPM® – Central Arizona Chapter
National Association of Residential Property Managers

Budget 2019

Projected Income:	\$1500.00
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Projected Expenses:

Corporation Commission	\$10.00
Speakers	\$500.00
Training	\$400.00
Contributions	\$500.00
Miscellaneous	\$90.00

NARPM

TOPIC:
**Safety for Real Estate
Professionals**

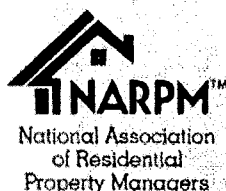
Speaker: Sargent Ben Scott, Prescott Police Dept.

January 17 @ 11:30

**Location: Prescott Area Association of Realtors
3719 Karicio Lane, Prescott**

RSVP: 445-8750 by January 10

Or Holly@ppmprescott.net





National Association of Residential Property Managers

C E N T R A L A R I Z O N A C H A P T E R

The Central Arizona Chapter of NARPM is sponsoring a
designation class

Office Operations—Policy and Procedures

Every brokerage needs a policy and procedure manual to standardize their office operation, especially as they grow and add staff. This course covers the process from start to finish and includes an overview of trust account policy and procedure as an example for the manual.

When: February 20, 2018

Time: 9:00 am to 4:00 pm

Where: Hampton Inn, 2901 N. Glassford Hill, Prescott Valley

Cost: Cost varies. Sign up at narpm.org

Instructors: Peter Meer, MPM RMP & Steve Schultz, MPM RMP

Information on classes, designations and registration at www.narpm.org.
Apply for your designation in January 2018 and save \$50

Loni Lenahan, President
C Marshall & Associates
928.775.2984
loni@cmareal.com

Holly Houston, President Elect
Pierce Property Management
928.445.8750
holly@ppmprescott.net

Sarah Thompson, Secretary
RAM Enterprises
928.778.5181
ramenterprises@icloud.com

Lori Burgan, Treasurer
Southwest Property Sales & Leasing
928.771.9220
lori@southwestaz.net

NARPM

August 16 @ 11:30
Location: Gurley Street Grill
230 W Gurley St, Prescott

RSVP: 445-8750 by August 13

Or Holly@ppmprescott.net

Members \$7.50

Non-Members \$15





National Association of Residential Property Managers

CENTRAL ARIZONA CHAPTER

The Central Arizona Chapter of NARPM would like to invite you
our September meeting.

How to Evict a Tenant (3 hours Contract Law)

When: Friday, September 14, 2018

Time: 1:00 pm to 4:00 pm

Where: Prescott Area Association of Realtors Office
3719 Karicio Lane, Prescott

Cost: \$10 - NARPM members; \$20.00 - non-NARPM members

Speakers: Denise Holliday with Property Management Institute LLC
*Denise Holliday is an attorney at law with the Law Offices of Hull,
Holliday & Holliday who is engaged in Landlord-Tenant law.*

Please email or contact Diane at diane@ppmprescott.net or 928.445.8750
if you will be attending! Seating limited.

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March 2018



National Association of Residential Property Managers

CENTRAL ARIZONA CHAPTER

2018 UPCOMING EVENTS

- *EAR Spring Conference* - March 20-22, 2018 in Glendale

- *Breakfast Owner Retreat* - April 9-11, 2018 in Las Vegas



- *Leases, Landlord, Tenants & the Law* - April 17, 2018, 1:00 - 4:00 pm

- *Chapter Meeting* - May 16, 2018, 11:30 - 1:00 pm

- *Real Estate Compensation* - July 12, 2018

- *Continuing Education* - September 14, 2018. More details to follow.

- *Turna Convention and Trade Show* - October 16-19, 2018 in Coronado, CA



OWNER/BROKER CONFERENCE

The 2018 Owner/Broker Retreat will be held April 9-11, 2018 at the Mirage Resort & Casino in Las Vegas.

We hope you were able to get signed up as registration is now closed. This year the number of attendees has been limited to 600.

This retreat will be filled with workshops and speakers that will

provide valuable information, strategies in the changing market, resources and other information to help with your business. Property managers from all over the country will be attending to network with and there is a trade show with vendors showing the latest technology available in the industry.

We hope to see you in Las Vegas.

LEASES, LANDLORD, TENANTS & THE LAW

Bill O'Leary of the law firm O'Leary Eaton, PLLC will be reviewing the current Landlord Tenant Act and the AAR property management forms with a special focus on the new Landlord Disclosure form on April 17, 2018 from 1:00 pm to 4:00 pm.

Bill will cover any applicable court cases, statutes and the law surrounding the potential liabilities.

The Central Arizona Chapter will be

sponsoring this class. Continuing education certificates are provided by Winn School of Real Estate LLC.

Snacks will be provided by our school sponsors, On Q Financial and Empire West Title Agency.

Register at www.WinnSchoolofRealEstate.com Just click on the Prescott CE tab.

The cost is \$20 and NARPM members are free!

2018 NARPM Officers

President

Loni Lenahan
928.775.2984
loni@cmareal.com

President Elect

Holly Houston RMPC
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Secretary/Legislative Chair

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Past President/Affiliate Chair

Kevin Michels
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Marketing Chair

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Education Chair

Diane Tenison, MPM® RMP®
928.445.8750
diane@ppmprescott.net

Membership Chair

Jenny Browning
928.848.6048
brokerjenny@outlook.com

JANUARY MEETING

Thank you to all who attended our January meeting. At our first meeting of the New Year, our new board was sworn in.

Thank you to Sargent Ben Scott from the Prescott Police

Department for speaking at our first meeting this year regarding safety for Real Estate professionals. Lots of great tips and information for us all. Thank you to our sponsor, Servpro, for the great lunch provided.

CHAPTER MEETING

Our next scheduled meeting is Wednesday, May 16, 2018 from 11:30 to 1:00 pm at the PAAR office, located at 3719 Karicio Lane in Prescott. Our speaker scheduled is Fernando Gonzales from the Town of Prescott Valley.

Mr. Gonzales works in the Code Enforcement division. Be sure to bring your questions for him!

Please reserve your spot with Holly at holly@ppmprescott.net or 928.445.8750.

ANNUAL CONVENTION

The 30th Annual Convention and Trade Show will be held at the Loews Coronado Bay Resort in Coronado, California, October 16-19, 2018.

and fun! Education classes will also be available to take on October 15-16. Preconvention activities will be begin on October 16.

The theme is "Get Involved" and the convention will be filled with workshops, speakers, networking

This is always a great event and it's close to home! Be sure to watch for registration to open at www.narpmconvention.com.

COMMITTEES

We are looking for volunteers to help serve on committees this year! Are your strengths working with vendors? We would like to add more affiliates to our list. Their businesses are advertised, they will have an opportunity to speak at meetings and sponsor lunch. Are

your strengths adding members? Marketing? Legislative issues? Contact the affiliate chair or one of the board members. Helping on a committee helps make our chapter stronger and we are able to pass on knowledge.

CHAPTER DUES

It is that time of year again. Invoices were sent out for the yearly chapter dues. Please make sure to remit payment promptly for these. If you

did not receive your invoice, please contact Lori Burgan, Chapter Treasurer, at 928.771.9220 or lori@southwestaz.net.

May 2018



National Association of Residential Property Managers

CENTRAL ARIZONA CHAPTER

2018 UPCOMING EVENTS

- *Chapter Meeting* May 16, 2018, 11:30 - 1:00 pm
- *Real Estate Commissioner, Judy Lane* - July 12, 2018
- *Continuing Education* September 14, 2018. More details to follow.
- *Annual Convention and Trade Show* - October 16-19, 2018 in Coronado, CA



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DESIGNATIONS & CERTIFICATIONS

Looking to further your education and obtain your NARPM designations? Increase your knowledge and confidence and set yourself apart from the competition. NARPM has numerous designations including RMP (Residential Master Professional), MPM (Master Property Manager), CRMC (Certified Residential Management

Company), CSS (Certified Support Specialist), CMC (Certified Maintenance Coordinator) and CRMB (Certified Residential Management Bookkeeper). Classes are available at conferences, online and sponsored by NARPM Chapters. For more information, check the NARPM website at www.narpm.org.

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AAR CERTIFICATION

As many of you know, and several have obtained, there is a new certification from AAR. Earn your CRPM (Certified Residential Property Manager) certification by attending classes specifically for your property management and this designation. Property Management Boot Camp is a required course for those with less

than two (2) years of property management experience but can be used as an elective for those with more than two (2) years of property management experience. Classes are offered by PAAR as well as other Arizona Associations. Visit aaronline.org for further information.

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your strengths adding members? Marketing? Legislative issues? Contact the affiliate chair or one of the board members. Helping on a committee helps make our chapter stronger and we are able to pass on knowledge.

ANNUAL CONVENTION 2019

If you are unable to attend this year's convention, next year's convention will be held in Phoenix! It will be a great opportunity for the Central Arizona Chapter to be in full attendance. Mark your calendar for

October 15-18, 2019. Convention will be held at the Arizona Grand Resort & Spa. Volunteers will be needed for a variety of duties.

AFFILIATES

We would love to be able to increase the number of affiliates our chapter has. If you know any vendors who

might want to become one of our affiliates, please check with Kevin for additional information.



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Wednesday, August 15, 2018

Central Arizona Chapter

Board Meeting Minutes

- **Treasurer's Report**

- **2018 End of Year Planning:**

- Chapter elections:

- Written nominees

- Survey Monkey

- **Chapter Meetings dates:**

- September 14

- CE Class September

- **Possible Topics/speakers:**

- **Extra activites:**

- Holiday Party



Monday, October 15, 2018

Central Arizona Chapter

Board Elections Minutes

- Election Results:
 - President: Holly Houston
 - President Elect: Jamie Nixon
 - Past President: Loni Lenahan
 - Treasurer: Lori Burgan
 - Secretary: Terri Cedarstrom

- Committee Members
 - Education: Diane Tenison
 - Legislative: Lori Lenahan
 - Affiliates: Kevin Michaels
 - Marketing: Cindy Thomas
 - Recognition: Lori Lenahan
 - Membership: Jenny Browning

CENTRAL AZ NARPM® Hosts AZ Real Estate Commissioner **JUDY LOWE**

- What's making the phone ring at ADRE
- Team Control and Advertising
- Raising the Bar Real Estate Education



July 12, 2018 @ 11:30 - 1:00 p.m.

StoneRidge – Clubhouse

1601 N Bluff Top Drive, Prescott Valley

Lunch included



\$20 NARPM members

\$25 Non-Members

\$30 at the door

Join NARPM July 12 and receive \$50 off

**RSVP: Holly @ 928-445-8750 or
holly@ppmprescott.net **by July 6.****