

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
February 14, 2019
The Space Company

2:02 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

NARPM Anti Trust Statement: It is the policy of the NARPM to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics including those related to pricing (such as rates, fees, or costs), Individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.

Present Board Members

President - *Renata Stinson*

Treasurer - *James Glasgow*

President Elect - *Mallory Wolfe*

Secretary - *Celeste Carnaggio*

Past President – *Warren Sloane*

All were in attendance

Minutes from December and January meetings were both approved.

P&L for the year \$689.50 and \$4686 in the bank. Need to transfer the balance in the PayPal account over.

Committees

- **Education** - *Robin Heminger / Sarah Turocy* – Education classes for 2019 will be Risk Management on April 16th and Client Relations on July 16th – Locations still to be determined. National is advertising these as well.
- **Website** - *Celeste Carnaggio* – Need to email weekly about upcoming classes and dues. Will add education classes to website as well. Also add link to pay membership dues. Try to get all Affiliate/vendor member information to add to the website.
- **Membership** - *Terry Seabrook* – Suggestion to have another member activity mid year. We should send a membership due invoice to all Affiliate members from the last two years. Include all vendors from the Oyster Roast.
- **Legislative** – *Lindsey Blackburn* - Renata is working with Rep. Marvin Pendarvis on scheduling a time when he can come to either a Board or Chapter meeting. Suggestion, if a Chapter meeting, to have a moderator. Lindsey will try to get Peter McCoy to come to a Chapter meeting.

Old Business:

- Oyster Roast was a success. Will plan again for next year.

New Business:

- 2019 Chapter Meeting Topic & Speakers -
 - Ruth - Education and company information.
 - VA discussion
 - Eviction lawyer - out of Summerville (was at Southern States Conference)

- Chapter Excellence & Chapter of Compliance – Scheduled a group to work on.
- Day on the Hill – Eric Wetherington will go. Need to check with National to see if they will pay for anyone else to go with him. Maybe a grant?

Next BOD Meeting: Thursday, March 14, 2019 from 2pm – 3pm at The Space Company

Next Chapter Meeting: March 21, 2018 – 9am at CTAR.

Adjourned meeting at 3 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
January 10, 2019
The Space Company

2:00 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

NARPM Anti Trust Statement: It is the policy of the NARPM to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics including those related to pricing (such as rates, fees, or costs), Individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.

Present Board Members

President - *Renata Stinson*

Treasurer - *James Glasgow*

President Elect - *Mallory Wolfe*

Secretary - *Celeste Carnaggio*

Past President – *Warren Sloan*

Mallory was not present. She attempted to attend by Facetime and was not successful.

Minutes from December Meeting were not available to approve. They will be reviewed and approved at the February meeting.

P&L for the year \$689.50 and \$5824.63 in the bank.

The Proposed 2019 Budget was reviewed and a few changes agreed upon before approval was given.

Committees

- **Education** - *Robin Heminger* (was not present) / *Sarah Turocy* – Education classes for 2019 will be Risk Management on April 16th and Client Relations on July 16th – Locations still to be determined.
- **Website** - *Celeste Carnaggio* – Oyster Roast updated emailed to all members. Need to send more emails and updates through the website.
- **Membership** - *Terry Seabrook* – Will have a New Membership table setup at the oyster roast with applications available for both NARPM National as well as Charleston Chapter.
- **Legislative** – Spot open. Asking *Lindsey Blackburn* to step in.
- **New Member Mentor** - *Sarah Turocy* – Will follow through reaching out to seven new members.

Old Business:

- Oyster Roast – discussed everyone trying to get other to attend. Needing to make event successful. There was a location and time change. Send out new flyer that includes both.
- New meeting location – All agreed to continue using CTAR Board Room until we can no longer fit the group.

New Business:

- 2019 Chapter Meeting Schedule – Continued discussion on meeting topics. Working on Marketing through Social Media and Using Virtual Assistants.
- Chapter Excellence – Mallory will discuss at next meeting.
- NARPM Past Presidents Charity Fundraiser – voted and approved a donation.

Next BOD Meeting: Thursday, February 14, 2019 from 2pm – 3pm at The Space Company

Next Chapter Meeting: March 21, 2018 – 9am at CTAR.

Adjourned meeting at 3 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
March 14, 2019
The Space Company

2 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

NARPM Anti Trust Statement: It is the policy of the NARPM to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics including those related to pricing (such as rates, fees, or costs), Individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.

Present Board Members

President - *Renata Stinson*

Treasurer - *James Glasgow*

President Elect - *Mallory Wolfe*

Secretary - *Celeste Carnaggio (Not Present)*

Past President - *Warren Sloane*

Minutes from February approved with corrections as Robin was present.

P&L - Need membership dues.

Committees

- **Education** - *Robin Heminger/ Sarah Turocy* – Class will be canceled 3/15 if more than 5 people have not signed up. Location booked for Hilton Garden Inn.
- **Website** - *Celeste Carnaggio* – Need to email weekly about upcoming classes and dues. Will add education classes to the website as well.
- **Membership** - *Terry Seabrook* – Add a link to the website to pay dues. Reminder about meeting and to pay dues. Senior PM - Risk Management. \$195
- **Legislative** - *Lindsey Blackburn* - Bring up Day on the Hill for meeting next week (Lindsey to present)

Old Business:

- Broker/Owner - Discuss at next Chapter Meeting.

New Business:

- Speakers for the upcoming meeting.
 - VA Panel - Celeste Mallory, Warren, Warren will have a list of questions to moderate.
 - May 16 - Ruth - Social Media or Attorney - Renata's contact
- Chapter of Compliance application is complete and has been approved.
- Chapter of Excellence - two items needed. Due 3/31.
- Name tags - Need higher resolution image
- New Mentor Program
 - Robin, Mallory, Celeste Lindsey, Terry and Renata
- Summer Event - July 5th or 6th Happy Hour
 - Sarah will send a survey

Next BOD Meeting: Thursday ~ April 11, 2019, from 2 pm – 3 pm at The Space Company

Next Chapter Meeting: Thursday ~ March 21, 2018 – 9 am at CTAR.

Adjourned meeting at 3 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
April 11, 2019
The Space Company

2:17 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

NARPM Anti Trust Statement: It is the policy of the NARPM to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics including those related to pricing (such as rates, fees, or costs), Individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.

Present Board Members

President - *Renata Stinson*
Secretary - *Celeste Carnaggio*

Past President - *Warren Sloane*
All were in attendance

Minutes from the March meeting were not ready to review.

P&L for the year \$8.07 and Balance Sheet \$5143.20.

Committees

- **Education** - *Robin Heminger* (was not present) / *Sarah Turocy* – Education classes for 2019 will be Risk Management on April 16th and Client Relations on July 16th – National is advertising these as well. There are six people registered for the April course which will be held at the Hilton Garden Inn. Need to keep sending information about the July course.
- **Website** - *Celeste Carnaggio* – Need to email weekly about upcoming classes and dues. Will add education classes to website as well.
- **Membership** - *Terry Seabrook* (was not present)– Currently 33 members that have paid their dues.
- **Legislative** – *Lindsey Blackburn* - Lindsey left a voicemail with Peter McCoy and Nancy Mays, no response so far. Peter did respond to Warren and said maybe later he could meet with us.

Old Business:

- Day on the Hill - Warren - Motion for the Board to pay up to \$750 to send Renata and Lindsey to Day on the Hill. Celeste - Second. All Approved.

New Business:

- Renata has reached out to the attorney that was at Southern States last year about coming to speak.
- Warren shared that One 80 is putting together help for tenants in eviction. They will be in court with tenants to help guide them through the process.

Next BOD Meeting: Thursday ~ June 13, 2019 from 2pm – 3pm at The Space Company

Next Chapter Meeting: Thursday ~ May 16, 2018 – 9am at CTAR.

Adjourned meeting at 3:06 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
May 9, 2019
Sloane Realty

2:40 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

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Present Board Members

President - *Renata Stinson*

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Secretary - *Celeste Carnaggio*

Treasurer - *James Glasgow*

All were in attendance

Minutes from the April meeting were approved.

P&L for the year -\$479 and Balance Sheet \$4655.40

Committees

- **Education** - *Robin Heminger / Sarah Turocy* – The next education course to be held in Charleston is Client Relations on July 16th – National is advertising these as well. The flyer should be received from National this week so that we can send it out. It will be held at the Charleston Marriott.
- **Website** - *Celeste Carnaggio* – Need to email weekly about upcoming classes and dues. Will add education class to the website as well.
- **Membership** - *Terry Seabrook* – Need to contact those that have not paid and remind them to pay their dues.
- **Legislative** - *Lindsey Blackburn* - Eric, Renata, and Lindsey will be attending the Day on the Hill in Washington later this month.

Old Business:

- Summer Social Event - Instead of doing the normal morning chapter meeting for July, we will do a Happy Hour social from 4-6 on July 18th at maybe, Frothy Beard. Mallory will call to set up. Once it is all set up, a flyer will be created and sent out.
- Mallory needs a higher resolution NARPM logo to create our new name tags.

New Business:

- 2019 Speakers - Renata is trying to get one of the attorneys from the company out of Charlotte for the May meeting. If he can not come maybe Mike from BioSweep or Alexandra from Filter Easy.
- The nominating committee will need to be determined and started before June 30th. Warren will be handling this.
- A reminder that the Southern States is in July and National is in October.

Next BOD Meeting: Thursday ~ June 13, 2019, from 2 pm – 3 pm at The Space Company.

Next Chapter Meeting: Thursday ~ May 16, 2018 – 9 am at CTAR.

Adjourned meeting at 3:23 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
June 13, 2019
The Space Company

2:04 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

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Present Board Members

President - *Renata Stinson*

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Secretary - *Celeste Carnaggio*

Treasurer - *James Glasgow*

All were in attendance

Minutes from the May meeting were approved.

P&L for the year -\$748.15 and Balance Sheet \$4386.98

Committees

- **Education** - *Robin Heminger / Sarah Turocy* – The next education course to be held in Charleston is Client Relations on July 16th – National is advertising these as well.
- **Website** - *Celeste Carnaggio* – Send out email reminder about class.
- **Membership** - *Terry Seabrook* –No update as Terry was not in attendance.
- **Legislative** – *Lindsey Blackburn* - A lot of good information received at Day on the Hill. There will be more testers out. However, more for commercial and for ADA issues.

Old Business:

- Summer Social Event - Will send out a survey to see how much interest there is to do a social event instead of a meeting for July. Maybe change the date from July 18 to the following week. Total cost for idea will be about \$900. Need to get vendor sponsors.

New Business:

- 2019 Speakers - Renata is trying to get someone from One80 Place to meet about the new eviction Pilot Program.
- The nominating committee has been determined and setup. Need to know which current Board members want to continue in which seats.
 - James will let Warren know about his position.
 - Lindsey to determine if she wants to step into secretary position.
 - Celeste to let Warren know which position she is willing to take.
 - Renata will default to Past President.
 - Mallory will default to President.
- Maybe hold another membership drive. National will give a second grant with an approved application.
- A reminder that the Southern States is in July and National is in October.

Next BOD Meeting: Thursday ~ July 11, 2019, from 2 pm – 3 pm at The Space Company.

Next Chapter Meeting: Thursday ~ July 18, 2018 – 9 am at CTAR. (This may change.)

Adjourned meeting at 3:23 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
July 25, 2019
CTAR

10:25 am President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

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Present Board Members

President - *Renata Stinson*

Secretary - *Celeste Carnaggio*

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Minutes from the June meeting were approved.

No financial update as James was not in attendance.

Committees

- **Education** - *Robin Heminger / Sarah Turocy* – The next education course to be held in Charleston is Client Relations on July 16th – was canceled due to not enough interest. Need to stick to one class in 2020. Open for next year and need to sign up for a class prior to November for a larger %.
- **Website** - *Celeste Carnaggio* –
- **Membership** - *Terry Seabrook* – No update as Terry was not in attendance.
- **Legislative** – *Lindsey Blackburn* - The pilot program will start in October

Old Business:

- 2020 Election of Officers - Warren needs to know by the end of July.
- Holiday Social - January 2020. Sara to head up

New Business:

- 2019 Speakers - Chris Gonzales to speak at the September meeting about social media.
- The nominating committee has been determined and setup. Need to know which current Board members want to continue in which seats.
 - Renata moves to Past President
 - Mallory moves to President
 - Lindsey will step into President-Elect
 - Celeste will move to Treasurer
 - Robin will step into Secretary

Next BOD Meeting: Thursday ~ August 14, 2019, from 2 pm – 3 pm at The Space Company.

Next Chapter Meeting: Thursday ~ September 19, 2019 – 9 am at CTAR.

Adjourned meeting at 10:55 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
October 10, 2019
The Space Company

2:05 pm President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

NARPM Anti Trust Statement: It is the policy of the NARPM to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics including those related to pricing (such as rates, fees, or costs), Individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.

Present Board Members

President - Renata Stinson

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Secretary - *Celeste Carnaggio*

Treasurer - *James Glasgow*

Minutes from the September meeting were approved.

Committees

- **Education/Events** - *Sarah Turocy* (Present)– Scheduled the Oyster Roast Committee meeting for November 14th right after the board meeting.
- **Website** - *Celeste Carnaggio* – No updates.
- **Membership** - *Terry Seabrook* (Not present) –Lindsey will update the affiliate application. Affiliate dues are \$200. Approval to stop the member dues in 2020.
- **Legislative** – *Lindsey Blackburn* (Present) - Maybe ask Victoria Darby with NAA to speak on People Management/HR.

Old Business:

- The Board has been voted as follows:
- Renata will stay as President
- Lindsey ~ President-Elect
- Celeste ~ Treasurer
- Robin ~ Secretary
- Warren will stay as Past President
- We need Committee Chairs
 - Membership, Legislative
 - Mallory is willing to take the Website/Facebook Committee Chair

New Business:

- 2020 - Strategic Planning Meeting is scheduled for December 12th.

Next BOD Meeting: Thursday ~ November 14, 2019, @ 2 pm at Sloane Realty Office

Next Chapter Meeting: Thursday ~ November 21,, 2019 @ 9 am at CTAR. This will include the installation of Officers. Maybe try a lunch meeting at Mrs. Roses.. Sara will reach out to Brad Larsen about speaking. Mallory will check to see if Eric will be available.

Adjourned meeting at 2:47 pm.

NARPM CHARLESTON CHAPTER
BOARD MEETING MINUTES
September 19, 2019
CTAR

10:06 am Past President Warren Sloane called the business meeting to order and mentioned the NARPM Anti Trust Statement

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Present Board Members

Secretary - *Celeste Carnaggio*

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Minutes from the July meeting were approved.

No financial update as James was not in attendance.

Committees

- **Education/Events** - *Sarah Turocy* – We need to start planning the oyster roast for January.
- **Website** - *Celeste Carnaggio* – No updates.
- **Membership** - *Terry Seabrook* –No update as Terry was not in attendance.
- **Legislative** – *Lindsey Blackburn* - The pilot program will start in October

Old Business:

- Nominating committee - Sarah will send out the ballot for the 2020 Board
- Updated ballot will be as follows:
- Renata will stay as President
- Lindsey ~ President-Elect
- Celeste ~ Treasurer
- Robin ~ Secretary
- Warren will stay as Past President
- We need Committee Chairs
 - Membership, Legislative, Website/Facebook
 - Mallory is willing to help on a committee

New Business:

- Recommended to drop the membership dues. This way all members for our state can be assigned to our chapter.

Next BOD Meeting: Thursday ~ November 14, 2019, @ 2 pm at The Space Company.

Next Chapter Meeting: Thursday ~ November 21,, 2019 @ 9 am at CTAR.

Adjourned meeting at 10:23 am

NARPM CHARLESTON CHAPTER
BOARD STRATEGIC PLANNING MEETING MINUTES
December 12, 2019
Marriott on Lockwood (Lunch Meeting)

11 am President Renata Stinson called the business meeting to order and mentioned the NARPM Anti Trust Statement

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Present Board Members

President - Renata Stinson

Secretary - *Celeste Carnaggio*

President-Elect - *Mallory Wolfe*

Past President – *Warren Sloane*

Budget :

- Review 2019 Budget and Actuals
- Discussed 2020 Proposed

Proposed Speakers for 2020 Schedule:

- Proposed speakers
 - Robert Gilstrap
 - Brad Larsen

Committee Chairs:

- Membership - (TBD).
 - Set a goal of 8 new affiliate members.
- Programs and Education - Sarah Turocy -
 - Schedule a class?
- Website & Facebook - (TBD)
- Legislative - (TBD)

Old Business:

- Oyster Roast
 - Send invitation to NARPM Nationally
 - \$10 tickets
 - Send sponsoring affiliates invoices
 - Have a sign up for Leadership interest, Education and speaker suggestions

New Business:

- Mallory is leaving.
- Need to talk with Robin about her plans as Secretary
- Change and do Chapter meetings monthly instead of every other
 - Odd months - PM Town Hall meeting sponsored by NARPM
 - Even months - NARPM official meetings
- Trade Show Grant - Maybe the SC Realtor conference
- Education Grant - Lunch & Learn
 - PM Class at CTAR

Next BOD Meeting: Thursday ~ January 9, 2020, @ 2 pm at Video Conference

Next Chapter Meeting: No official meeting in January. Will have Osyter Roast - Membership Drive

Adjourned meeting at 1:30 pm.

Income	2019	2019 Actual	2020
Membership Dues	1250	1050	0
Affiliate Dues	800		1600
Special Events	2000	2225	3000
National Grants	500	540	2000
Cont. Education	1600	120	0
Interest	10	5.42	10
Meeting - Registration	0	0	500
Leadership Symposium			
Total	6160	3940.42	7110
Expenses	2019	2019 Actual	2020
Donations	1000	0	1000
Accounting Fees	180	0	180
Contract Services (PayPal)	100	49	100
Education	800	0	0
Meeting Meal Cost	500	0	500
Special Events Expenses	2000	2695.49	3700
Travel and Meetings	1000	1281.17	1000
Professional/Marketing	400	0	400
Total	5980	4025.66	6880



Confirmation

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

- **Organization Name:** CHARLESTON CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDENTIAL PROPERT
- **EIN:** 465768128
- **Tax Year:** 2019
- **Tax Year Start Date:** 01-01-2019
- **Tax Year End Date:** 12-31-2019
- **Submission ID:** 10065520200703562841
- **Filing Status Date:** 03-10-2020
- **Filing Status:** Accepted

MANAGE FORM 990-N SUBMISSIONS

Bylaws of
The Charleston 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 Charleston chapter of the National Association of Residential Property Managers, Inc., hereinafter referred to as the Chapter.

Section B: Purpose

The purposes for which the organization is established are to:

1. Establish a permanent trade association in the residential property management industry in South Carolina
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 South Carolina

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 South Carolina

1. The chapter shall be subject to all rules, regulations, ethics, and 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: South Carolina

ARTICLE II: Membership

Professional, Associate, Support Staff, Affiliate Member, Junior, Student, Academic, and Honorary Members

Section A: Professional Member

Professional Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow his/her specific state regulatory licensing

law regarding licensure in performing the duties of a property manager. This member has completed a course of instruction covering the NARPM® Code of Ethics.

A Professional Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals must comply with state licensing laws, but do not hold an active real estate license.

Section B: Associate Member

An Associate Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow his/her specific state regulatory licensing law regarding licensure in performing the duties of a property manager. An Associate Member cannot hold the RMP® and/or MPM® designation, or hold elective office.

An Associate Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals must comply with state licensing laws, but do not hold an active real estate license.

Section C: Support Staff

A Support Staff Member shall be a person acting in the role of support in the office of a Professional Member and the Support Staff Member must not be acting in a capacity requiring licensure according to his/her state's regulatory licensing law. A Support Staff Member does not vote or hold elective office.

Section D: Affiliate Member

An Affiliate Member shall be an individual or business entity, which provides products, services or expertise to the residential property management industry. Requirements relating to acceptance into affiliate membership, suspension of affiliate membership shall be identical to those specified for members, except that affiliate members are not eligible to vote; However, affiliate members can not be a chairperson and can serve in advisory positions to the executive committee or chairpersons or committee members. An affiliate member does not vote or hold elective office.

The Chapter shall recognize all NARPM® National Affiliate Members as Affiliate Members of this Chapter.

Section E: Honorary Member

Honorary membership shall be bestowed upon individuals who, are recommended by the chapter board of directors to the National Association Board of Directors, have rendered or continue to render distinguished service to the Chapter 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.

Section F: Junior member

Junior Member must meet all Professional Member qualifications. A Junior Membership is only available for new members between the ages of 18-25. A copy of a valid government issued ID must accompany the application. A Junior Membership is good for two years from join date of application. Junior members receive all the benefits as Professional Members. Dues for these members will be set during budgeting process of the chapter. A Junior member may vote and hold an elective office

Section G: Student Member

Student member must be enrolled in an undergraduate or graduate field of study. The Student Application and subsequent renewal dues must be accompanied with a copy of a valid student ID card and a class schedule from the college/university where they are enrolled. Students who hold an active real-estate license do not qualify and must hold a Professional Membership. Should a Student Member secure employment or work as an independent contractor for a company providing property management services, their Student Membership is terminated and the student will be offered the appropriate Support Staff or Professional Membership. Members shall have the same benefits as a Support Staff Member with the following exceptions: they will not receive the Residential Resource Magazine but can obtain it through the website. These members may apply for, but not hold, a NARPM® designation. Dues for these members will be set during budgeting process of the chapter. A Student Member does not vote or hold an elective office.

Section H: Academic Member

Academic Member is an instructor who provides classroom instruction for any real-estate or property management course at any accredited college/university or Real Estate School. The instructor must provide a copy of the course title they teach, which must be real-estate or property management related. The instructor may not be employed or be an independent contractor with any company providing property management services. The Academic Member application will state that all NARPM® materials are to be used for the sole use of classroom instruction and promoting NARPM® and must be signed. Members shall have the same benefits as Support Staff Members with the following exceptions: they will not receive the Residential Resource Magazine but can obtain it through the website. These members may apply for, but not hold, a NARPM® designation. Dues for these members will be set during budgeting process of the chapter. An Academic Member does not vote or hold an elective office.

Section I: Application by Professional, Associate, Support Staff, Junior, Student, or Academic Members:

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. New Members must complete a Code of Ethics course of instruction from the National Association of Residential Property Managers to become a Professional Member.
2. Vote: Voting member shall be eligible-to vote in person at the annual meeting of the chapter in which officers are elected. Any member shall be eligible to vote at all meetings of sub-committees upon which the member serves, if any.

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 the bylaws of the national association.

2. By notification of the National NARPM® Board of Directors 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 the national association.

1. Resignation:
 - a. Any member, other than Affiliate Member, may resign at any time by forwarding a letter stating such intent to the Charleston Chapter and the National Association, if applicable. 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.
 - b. Affiliate member may resign at any time by forwarding a letter stating such intent to the Chapter. 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 Chapter dues within 75 days of the due date. Members may file a letter of appeal to the executive committee should an extension be needed to pay obligation.
3. Delinquency in Payments: Any member failing to pay sums due to the National Association within 30 calendar days of an invoice due date, shall be considered delinquent. Delinquency status shall remain in effect for one year, or until payment of obligations is made in full, whichever occurs first.
4. Code of Ethics Violations: By notification from the National Association to the Chapter executive committee, of a violation(s) of the Code of Ethics and Standards of Professionalism or for non-payment of national annual dues.

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 an 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/Board of Directors

Section A: Responsibilities

The chapter executive committee/board of directors, 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 be 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. 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 chapter executive committee members should faithfully attend all chapter executive committee meetings, the executive committee, hereinafter known as the committee, shall be composed of six (6) officers as follows:

1. President: The president shall:
 - a. Be the chief executive officer of the chapter.
 - b. Preside at all meetings of the chapter.
 - c. Act as an alternate signatory for funds withdrawn from the chapter account(s).
 - d. Sign all legal documents.
 - e. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - f. Shall ensure the completion of all documentation required by the National Association.
 - g. Serve a term of one year commencing with the beginning of the new calendar year.
 - h. Must be a Professional Member of the Chapter.
2. President-Elect: The president-elect shall:
 - a. Act as an alternate signatory for funds to be withdrawn from the chapter account(s).
 - b. Fulfill the responsibilities of the president during his/her absence.
 - c. Replace the president at the end of the fiscal year.
 - d. Automatically accede to the presidency during a calendar year when the presidency becomes vacant.
 - e. Undertake other activities as are deemed appropriate by the president.
 - f. Serve a term of one year commencing with the beginning of the calendar year.
 - g. Must be a Professional Member of the Chapter.
3. Vice-President [optional position Vice President]:

The vice-president shall act as the chapter's publications chairperson. In this capacity the vice-president shall:

 - a. Notify all chapter members of upcoming meetings
 - b. Serve a term of one year commencing with the beginning of the 2014 calendar year.
 - c. Coordinate speakers and lecturers that are relevant to the residential industry for chapter meetings.

- d. Undertake responsibility for such other activities as deemed appropriate by the committee.
- e. Serve a term of one year commencing with the beginning of the 2014 calendar year.
- f. Must be a Professional Member of the Chapter.

4. Secretary: The secretary shall:

- a. Maintain current chapter membership records to coincide with the national association's membership database.
- b. Record, maintain and distribute minutes of all regular and special meetings of the committee as appropriate.
- c. File all federal, state and local reports as needed.
- d. Undertake responsibility for such other activities as deemed appropriate by the committee.
- e. Serve a term of one year commencing with the beginning of the calendar year.
- f. Must be a Professional Member of the Chapter.

5. Treasurer: The treasurer shall:

- a. Be a signatory for all funds withdrawn from chapter account(s).
- b. Distribute annual renewal notices for chapter dues and special assessments.
- c. Deposit all funds into a federally insured financial institution.
- d. Prepare a financial report for the committee upon request.
- e. Prepare an end-of-fiscal year report for the national association.
- f. File tax and other financial reports with the appropriate government agencies.
- g. Undertake responsibility for other such activities as deemed appropriate by the committee.
- h. Serve a term of one year commencing with the beginning of the calendar year.
- i. Must be a Professional Member of the Chapter.

6. Past President

- a. Shall serve as Chairman of the Nominating Committee
- b. Undertake responsibilities as assigned by the President
- c. Serve a term of one year commencing with the beginning of the calendar year.

ARTICLE V: Eligibility, Nominations, Elections, Terms 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, or electronically if approved by the Chapter Executive Committee, of the pending election and nominations solicited from chapter members at least thirty (30) days prior to the end of the calendar year. Nominations shall be done in two ways:

- a. 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 and signed by five percent (5%) of the professional chapter members.

- b. In Person: Any member who is present during the electoral process can be nominated.

Section C: Elections

Elections shall take place at a scheduled meeting no later than 60 days prior to the NARPM Annual Convention, or electronically if approved by the chapter executive committee, no later than 60 days prior to the NARPM Annual Convention.

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. Nominating Committee – The immediate past president shall serve as chair of the nominating committee and the President shall appoint the other two members of the committee. The recommendation of the Nominating Committee shall be approved by the NARPM Charleston Chapter Executive Committee and presented to the membership for final vote.
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, or electronically if approved by the chapter executive committee. 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 beginning of the chapters 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 president-elect shall automatically fill that position and shall continue to serve as both president and president-elect. In the case of other officers, a 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.

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 mailed to each member of the committee.
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. Annual meeting location of the Chapter shall be approved by 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, unless otherwise precluded by law.

ARTICLE VII: 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

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: Creation and Dissolution

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

As a condition of membership all Professional Members of NARPM® must complete a NARPM® Code of Ethics training once within a four year period, beginning January 1, 20012, and each four year period thereafter. Each Professional Member of the association is required to complete a NARPM® approved ethics training either in classroom or through other means as approved by the board of directors of NARPM® National.

Failure to satisfy this requirement will result in the professional members reverting to an associate member until course is completed.

Section A: Acknowledgment

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), director(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 bylaws 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 to 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 financial year shall be a calendar year.

Section B: Chapter Dues

A The Chapter may charge annual and pro-rated dues, subject to approval by the national association, as outlined below:

1. Payable: Dues for local chapters are payable no later than January 1 of each year.
2. Non-payment of Dues: Failure to pay the annual chapter dues within 60 days after the first day of the year shall result in automatic termination of chapter membership unless there are extenuating circumstances.
3. Member Dues: The amount of the Chapter dues for all members and each class of membership shall be established annually by the board of directors during the budgeting process.
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 and shall be approved by the Charleston Chapter Executive Committee or Board of Directors.

Section E: Non-Binding

The chapter shall not have any authority to financially obligate or bind the national association for 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 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 that 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 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 affect 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 breaches 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. Should amendments to these bylaws be required by South Carolina state law, Chapter shall notify the National Association of said amendments but no further action will be required.

Section E: Dissolution

Should the membership vote by majority to dissolve the operations of the Charleston Chapter all remaining funds in the treasury will be sent to the National Association of Residential Property Managers.

NARPM Charleston Chapter

BALANCE SHEET

As of December 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Southern First	5,049.89
Total Bank Accounts	\$5,049.89
Accounts Receivable	
Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Total Current Assets	\$5,049.89
TOTAL ASSETS	\$5,049.89
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Unrestricted Net Assets	5,135.13
Net Income	-85.24
Total Equity	\$5,049.89
TOTAL LIABILITIES AND EQUITY	\$5,049.89

NARPM Charleston Chapter

PROFIT AND LOSS

January - December 2019

	TOTAL
Income	
Investments	0.00
Interest-Savings, Short-term CD	5.42
Total Investments	5.42
National Support, Grants Income	540.00
Program Income	120.00
Membership Dues	1,050.00
Total Program Income	1,170.00
Special Event	2,225.00
Total Income	\$3,940.42
GROSS PROFIT	\$3,940.42
Expenses	
Contract Services	0.00
Outside Contract Services	49.00
Total Contract Services	49.00
Special Events Expense	2,695.49
Travel and Meetings	0.00
Conference, Convention, Meeting	1,012.36
Travel	268.81
Total Travel and Meetings	1,281.17
Total Expenses	\$4,025.66
NET OPERATING INCOME	\$ -85.24
NET INCOME	\$ -85.24

NARPM Charleston 2020 Board

Renata Stinson – President

Lindsey Blackburn – President Elect

Celeste Carnaggio – Treasurer

Robin Heminger - Secretary

Warren Sloane – Past President

<stinsonspace@bellsouth.net>, Robin Heminger <robin.heminger@newheightspm.com>, Ronald Krauskopf <ron@momentumrents.com>, Sandra Van den Bosch <sandra@abovepmgt.com>, Sarah Turocy <sarah@sloaneteamrealty.com>, Scott Wallace <scott@scottrentshomes.com>, Shanaya Hammond <hammondspace@gmail.com>, Shannan Goodwin <shannan@sloaneteamrealty.com>, Shannon McLeod <shannon@clearcovenantproperties.com>, Sherrill Holland <sherrill@crecpm.com>, Stephanie Mount <stephanie@oaktrustproperties.com>, Steve Smith <steve@charlestonmetrohomes.com>, Susan Schepisi <susan@crecpm.com>, Tamara Brown-Boone <tammybb1@gmail.com>, Terry Seabrook <seabrookspace@aol.com>, Theonis Brown <tony@empirepmgroup.com>, Tim Rash <timrash@century21properties.com>, Virginia Scully <ginger@loislaneproperties.com>, Warren Sloane <warren@sloaneteamrealty.com>, William Benton <benton@baruch.com>, William Fowler <will@thefowlerco.com>, William McLeod <williammcleodjr@gmail.com>, Yeshua Quesada <josh@absoluteisland.com>

Subject: NARPM Charleston Chapter - July meeting

Good Morning,

Our normal date and time for the Chapter meeting this week has been rescheduled due to the Southern States Conference being held in Nashville this week. The meeting has been changed to next Thursday, July 25th, @ 9 am at CTAR.

Jeff Yungman of One80 Place will be speaking to the group on the new Charleston County's Pilot Court program which will begin September 2019.

We hope to see everyone next Thursday.

--

Celeste Carnaggio, CPM

W: 704-900-3354 F: 704-973-9248

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November 2019 - Charleston NARPM Chapter Meeting

From: Celeste Carnaggio (celeste@alarca.com)

To: stinsonspace@bellsouth.net

Date: Monday, November 18, 2019, 10:06 AM CST

Good Afternoon,

Just a reminder about the November Chapter meeting this week. It is scheduled for this Thursday, November 21, 2019, @ 9 am. It will be at the same location as always at CTAR.

The agenda for this meeting will be as follows:

- ~ The Installation of the 2020 Chapter Board Members
- ~ Feedback on the new eviction court process
- ~ NARPM National Update

We hope to see everyone on Thursday.

Celeste Carnaggio, CPM

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NARPM PM MEETING Tomorrow 9AM CTAR with Guest Speaker Attorney Kevin Huger

From: Warren Sloane (warren@sloaneteamrealty.com)

To: stephanie@oaktrustproperties.com

Date: Wednesday, May 16, 2018, 04:38 PM CDT

NARPM Charleston Chapter Meeting

Thursday, May 17, 2018 at 9:00am

Meeting will be held at the
CTAR conference room
5006 Wetland Crossing Drive
N Charleston, SC 29418

Guest Speakers
Attorney Kelvin Huger

Topics

Eviction Process

Southern States Area Conference being held in CHARLESTON in June!
Please feel free to contact me if you have any questions.

Book a call here: [Schedule a call](#)

J Warren Sloane, RMP, SF

Broker in Charge, Sloane Realty
NARPM Charleston Chapter President

Club President, [James Island Youth Soccer Club](#)

843-795-4461 | 843-696-5922 | 843-795-1059 | Warren@SloaneTeamRealty.com

| www.SloaneTeamRealty.com | 1982 Maybank Hwy Charleston SC 29412

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Celeste Carnaggio


Important September 11, 2019 at 2:15 PM



NARPM - Charleston Chapter Meeting

[Details](#)

To: Aaron Lemke, Aaron Silverman, Alexander Stone, Anson Seaman & 88 more

 Siri found updated contact info in this email: Celeste Carnaggio celeste@alarca.com

[update...](#)

Good Afternoon Everyone,

Just a reminder that our Chapter Meeting will be held Thursday, September 19th @ 9 am. It will be at the same location as always, the CTAR office.

Chris Gonzalez with Direct Mortgage Loans will be speaking to the group about using video and social media to build your business. You can view some of his videos on YouTube at <https://www.youtube.com/channel/UCesfy1egaEIW8pzqN9iFG6A>.

Also, the 2020 Board election ballots will be sent out via email. You can view the video at <https://www.youtube.com/channel/UCesfy1egaEIW8pzqN9iFG6A> and vote.

As always, please bring anyone that is interested in joining our great organization. We hope to see everyone there.

Have a great rest of your week!

--

Celeste Carnaggio, CPM

W: 704-900-3354 F: 704-973-9248

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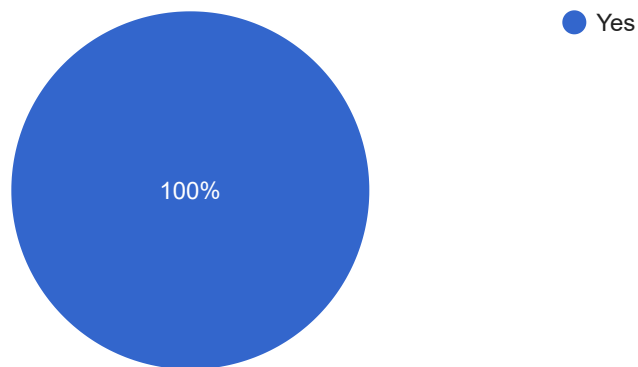
Charleston NARPM Chapter 2020 Elections

22 responses

[Publish analytics](#)

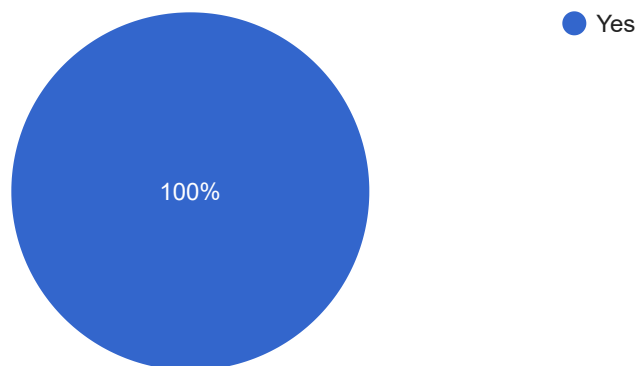
Renata Smalls for the office of President

22 responses



Lindsey Blackburn for the office of President Elect

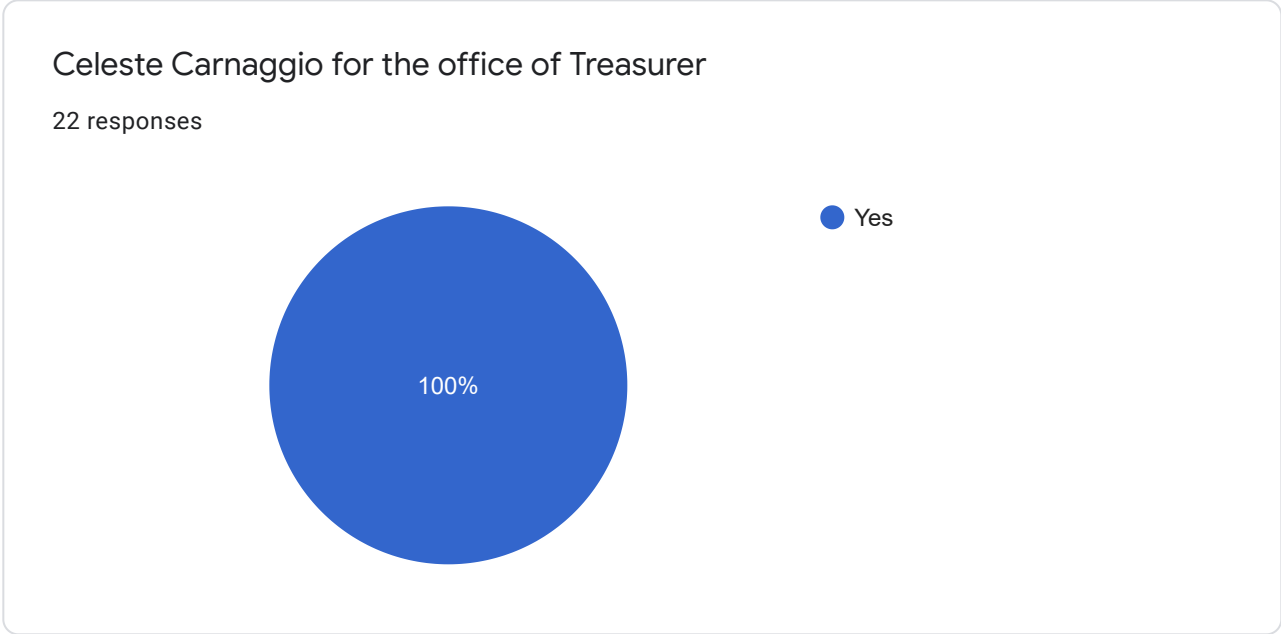
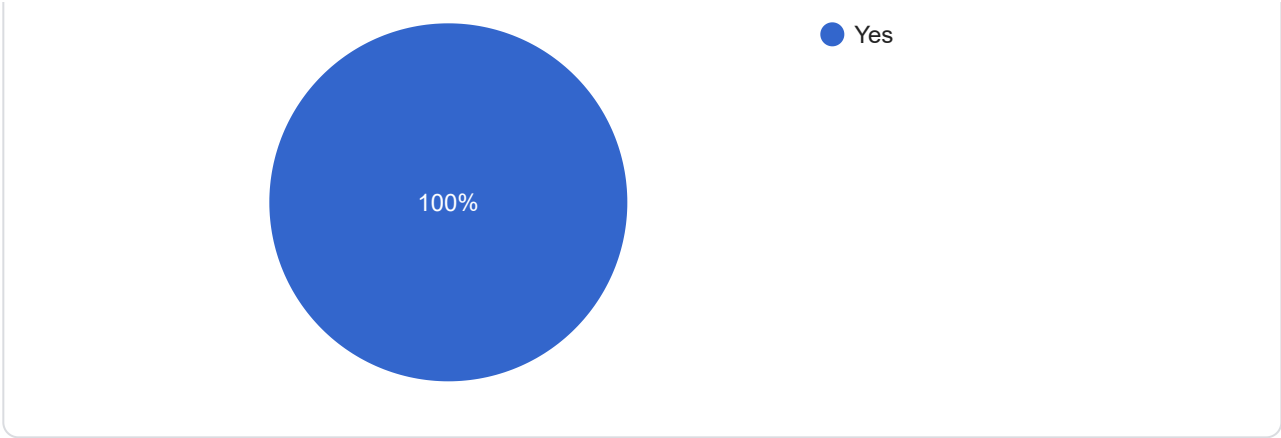
22 responses



Robin Heminger for the office of Secretary

22 responses





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