

## District of Columbia Chapter of NARPM

### 2021 Annual Budget

<b>INCOME</b>	
Professional/Associate/Support Membership Fees	\$ 3,888.00
Membership Growth	\$ 300.00
Affiliate Membership	\$ 1,920.00
Sponsorships	\$ 720.00
Meeting Fees (non-members)	\$ 600.00
Raffle	\$ -
Education Fees: NARPM class	\$ 500.00
Chapter Grant: Education & Networking Grant	\$ 1,000.00
Chapter Grant: Trade Show Grant	\$ 2,000.00
Chapter Grant: Association Advertising Grant	\$ 1,000.00
Chapter Grant: Leadership Travel Grant	\$ 500.00
NARPM Support (retention funds)	\$ 200.00
<b>TOTAL INCOME</b>	<b>\$ 12,628.00</b>
<b>EXPENSES</b>	
Monthly Meetings (a/v, food, etc.)	\$ -
Annual Holiday Party	\$ 750.00
Annual Vendor Fair	\$ 1,000.00
Advertising & Marketing	\$ -
GCAAR 2021 Sponsorships	\$ 750.00
NARPM class online	\$ -
GCAAR RealtorFest Table	\$ 1,000.00
Legal, Accounting & Professional (tax prep, RA, corp fees)	\$ 250.00
Software/Technology (Zoom, QB Online, StarChapter)	\$ 1,500.00
Virtual Assistant	\$ 3,600.00
DC Taxes	\$ -
Officer Travel (to national events & trainings)	\$ 1,500.00
Miscellaneous	\$ 2,278.00
<b>TOTAL EXPENSES</b>	<b>\$ 12,628.00</b>
<b>NET INCOME</b>	<b>\$ -</b>

54 NARPM members (60% conversion)  
5 new members  
8 Chapter affiliates  
3 sponsorships  
3 non-members per meeting @ \$25

NARPM class & sponsorship  
RealtorFest & ??  
GCAAR sponsorship & technology usage  
Annual Leadership Training

Facebook, Property Blasts

possible split with Balt-Wash chapter

[View this email in your browser](#)

National Association of Residential Property Managers  
DISTRICT OF COLUMBIA CHAPTER

## April Chapter Meeting

### ***VIRTUAL ROUNDTABLE DISCUSSION***

Please join us for our *online* Monthly Chapter Meeting, where we openly discuss how we are managing through the COVID-19 crisis! Let's talk about:

- How are you handling late rent
- How are you advising clients
- Mortgage deferral programs
- Government relief including small business administration loans

The meeting will take place **Thursday, April 16th**, at **4pm**. *Please note the new day and time!*

In addition, we have Andrew Cohen from Paychex joining us to talk about what he knows regarding the SBA Payroll Protection Program.

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### **Featured Speaker: Andrew Cohen with Paychex**

Andrew is a leading provider of Payroll and HR Solutions. His focus for Paychex is on small businesses across the DC area to help them grow and remain compliant with ever-changing regulations and laws. Thus allowing business owners to focus on what makes them happiest, their business.

[Register Here](#)

Continue the conversation online! Join us!



<https://www.facebook.com/dcnarpm/>

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We are the local chapter of the National Association of Residential Property Managers (NARPM). We meet monthly and cover topics relevant to professional managers of single family and small apartment rental properties in the District of Columbia.

*For more information about our chapter, how to join, and our affiliate*

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*forward to meeting you!*

*The mission of our local chapter is to encourage education of our members and to improve the professionalism of property managers in the District of Columbia. Our meetings cover topics relevant to professional managers of single family and small apartment rental properties in the District of Columbia. If this is not for you, simply hit the "unsubscribe" button at the bottom of this message to be removed from our mailing list.*

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2020 Board of Directors

President - Rhianna Campbell  
Vice President - vacant  
Secretary - Shenetta Malkia-Sapp  
Treasurer - Erica Fells-Pate  
Legislative Chair - Amit Magdieli  
Membership Chair - vacant  
Marketing Chair - Ian McTiernan  
Affiliates Chair - Justin Silvers

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You have been added to the District of Columbia NARPM chapter mailing list.

**Our mailing address is:**

District of Columbia NARPM  
PO Box 92488 Washington, DC 20090  
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District of Columbia NARPM · PO Box 10191 · Silver Spring, MD 20914 · USA

Bylaws of  
The DC (District of Columbia) 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 DC (District of Columbia) 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 the District of Columbia.
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 [insert geographic area, such as city, state, or regional area]

Section C: Powers

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

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: the District of Columbia.

ARTICLE II: Membership

Professional, Associate, Support Staff, Affiliate Member, 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 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: Application by Professional, Associate, or Support Staff 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 DC (District of Columbia) 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 five (5) 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.
  - i. Must attend annual Board Leadership Training offered by the National Association of Residential Property Managers.
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.
  - h. Notify all chapter members of upcoming meetings
  - i. Coordinate speakers and lecturers that are relevant to the residential industry for chapter meetings.
  - j. Undertake responsibility for such other activities as deemed appropriate by the committee.
3. 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.
4. 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 be conducted no later than the September chapter meeting, or electronically no later than the month of September, if approved by the chapter executive committee, prior to the 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. 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 [Chapter Name] Executive Committee and presented to the membership for final vote.
3. Uncontested Offices: The presiding authority shall identify **to the membership** 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.
5. 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.
6. **The Chapter shall allow nominations from the floor of the chapter meeting. If electronic elections take place write-In Candidates must be solicited. Write-in candidates shall be added to the slate if said candidate's names are presented in writing to the Nominating Committee thirty (30) days before the election, accompanied by the signatures of ten percent (10%) of the professional members in good standing recommending the candidates for a director or for an officer position.**

### Section D: Term of Office

An officer's term of office shall commence with the 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 **to fill the remaining year of the term. At the next election, the remainder of the term for the office must be filled through the nominations process.**

## 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 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, 2012, 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 **by the National Association of Residential Property Managers, Inc.**, 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 ninety (90) 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 not 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 [chapter name] 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 of Residential Property Managers, Inc.**, 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 of Residential Property Managers, Inc.**, 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 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 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 [insert state name] state law, Chapter shall notify the National Association of said amendments but no further action will be required.

### Section E. Sexual Harassment

**Any member of the Association may be reprimanded, placed on probation, suspended or expelled for harassment of an Association employee or Association Officer or Director after a hearing in accordance with the established procedures of the Association. As used in the Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, or threats to do the same, or any other conduct with the purpose or effect of unreasonably interfering with an individual's work performance by creating a hostile, intimidating or offensive work environment. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team comprised of the President, and President-Elect and one member of the Board of Directors selected by the highest ranking officer not named in the complaint, upon consultation with legal counsel for the Association. If the complaint names the President, or President-Elect, they may not participate in the proceedings and shall be replaced by the Immediate Past President or, alternatively, by another member of the Board of Directors selected by the highest ranking officer not named in the complaint.**

### Section E: Dissolution

Should the membership vote by majority to dissolve the operations of the DC (District of Columbia) all remaining funds in the treasury will be sent to the National Association of Residential Property Managers.

Department of the Treasury  
Internal Revenue Service

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

2020

Open to Public Inspection

A For the 2020 Calendar year, or tax year beginning 2020-01-01 and ending 2020-12-31

## B Check if available

☐ Terminated for Business☒ Gross receipts are normally \$50,000 or lessC Name of Organization: DISTRICT OF COLUMBIA CHAPTER  
OF THE NATIONAL ASSOCIATION OF RESIDPO Box 10191, Silver Spring,MD, US, 20914

D Employee Identification

Number 81-1610877

## E Website:

dcnarpn.orgF Name of Principal Officer: Rhianna CampbellPO Box 10191, Silver Spring,MD, US, 20904

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National Association of Residential Property Managers  
DISTRICT OF COLUMBIA CHAPTER

## February Chapter Meeting

Pease join us at **Busboys and Poets - Brookland**, Wednesday, **February 19th, from 12:30pm to 2:00pm** for our Monthly Chapter Meeting!



### Featured Speaker: Josh Winston, CPA

As our special guest this month, Josh Winston, CPA will be joining us to discuss tax preparation and accounting for small businesses. Bring your burning questions!

[Attend Event](#)

We are the local chapter of the National Association of Residential Property



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professional managers of single family and small apartment rental properties in the District of Columbia.

*For more information about our chapter, how to join, and our affiliate (vendor) members, please visit our website [www.DC.NARPM.org](http://www.DC.NARPM.org) We look forward to meeting you!*

*The mission of our local chapter is to encourage education of our members and to improve the professionalism of property managers in the District of Columbia. Our meetings cover topics relevant to professional managers of single family and small apartment rental properties in the District of Columbia. If this is not for you, simply hit the "unsubscribe" button at the bottom of this message to be removed from our mailing list.*

#### **Meeting Location:**

Busboys and Poets - Brookland  
625 Monroe St NE  
Washington, DC 20017

On the red line just steps from Brookland-CUA Metro Station (located at Monroe & 9th Street near Michigan Avenue).

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#### **2020 Board of Directors**

President - Rhianna Campbell  
Vice President - vacant  
Secretary - Shenetta Malkia-Sapp  
Treasurer - Erica Fells-Pate  
Legislative Chair - Amit Magdieli  
Membership Chair - vacant  
Marketing Chair - Ian McTiernan  
Affiliates Chair - Justin Silvers

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District of Columbia NARPM · PO Box 10191 · Silver Spring, MD 20914 · USA

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National Association of Residential Property Managers  
DISTRICT OF COLUMBIA CHAPTER

## January Chapter Meeting

Join us **TOMORROW** at **Busboys and Poets - Brookland**,  
**Wednesday, January 15th, from 12:30 to 2:00 PM** for our first  
monthly chapter meeting of 2020!

This meeting will feature a **Property Manager Roundtable**  
discussion. This is a great opportunity to share your knowledge or  
learn from your colleagues, so please come prepared with your  
burning questions or discussion topics.

### Attend Event

We are the local chapter of the National Association of Residential Property  
Managers (NARPM). We meet monthly and cover topics relevant to  
professional managers of single family and small apartment rental properties in  
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### **Meeting Location:**

Busboys and Poets - Brookland  
625 Monroe St NE  
Washington, DC 20017

On the red line just steps from Brookland-CUA Metro Station (located at Monroe & 9th Street near Michigan Avenue).

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## June Virtual Chapter Meeting

### ***MUST Haves for Property Managers in 2020***

Our next *virtual* meeting will take place **Tuesday, June 16th at 11:00AM EST.** In this session we will discuss pet screening policies as well as some of the top things that Property Managers need to HAVE to ensure they are keeping up with the changing times in the industry, are able to grow, and can be seen as the right choice for both Owners and Tenants. This will be a joint meeting with NARPM's DC and Maryland chapters.

**[Click here to Register!](#)**



**Featured Speaker:  
Brian Birdy, PetScreening  
National Sales Manager**

This month, our special guest will be Brian Birdy, National Sales Manager for PetScreening.

Birdy, a licensed Real Estate Broker in Texas, Missouri, and Washington, started his property management career in his family business, Birdy Properties. Under Birdy, the 42-year old company grew from a one-man office with 50 doors to a business of 20 employees that manages over 2,000 single family properties. In 2018, Birdy served as the National Association of Residential Property Managers (NARPM®) National President, and his industry designations include Residential Management Professional (RMP®), Master Property Manager (MPM®), the Certified Residential Management Company (CRMCM®) designation from NARPM®, and the Certified Property Manager (CPM) designation from IREM®. Additionally, he is an approved Property Management Instructor for the States of Texas, Florida, Washington, Utah, and NARPM®

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## March Chapter Meeting *Moving Online!*

Please join us for our first-ever virtual Monthly Chapter Meeting, which will take place online via Zoom Meetings!

The meeting will take place at the usual time, **Wednesday, March 18th**, from **12:30pm to 2:00pm**.



**Featured Speaker: Attorney Billy Cannon**

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Cannon with the law firm Orlin Kuttman will be joining us to discuss new guidance on service animals and pet screening and answer other legal questions for DC landlords and property managers. This promises to be an informative session with valuable information you will not want to miss!

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## May Virtual Chapter Meeting *Automate Through Outsourcing*

Please join us for our next *online* Monthly Chapter Meeting, next **Wednesday, May 20th at 1:00PM**. The topic will be *Automate Through Outsourcing - Using a Virtual Assistant to Give You a Competitive Advantage*. This is an especially important topic in a time when the ability to conduct in-person operations has been limited.

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**ROBERT NICKELL, FOUNDER AND CEO OF ROCKET STATION**

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This month, our special guest will be Robert Nickell, the Founder and CEO of Rocket Station. Rocket Station is the leading provider of outsourced staffing and process management for the Business Process Outsourcing (BPO) industry. Operating in Dallas - Ft. Worth since 2013, Rocket Station helps small to mid-sized businesses with efficiency and profitability. Simplified staffing allows operators to focus on core competencies and outsource the rest.

Robert started his career as an entrepreneur in real estate industry which has positioned him to support many real estate entrepreneurs and established firms who are struggling with staffing and human resources. Robert and his team's strength in evaluating best practices and efficient ways to staff capacity has continued to propel Rocket Station. When not helping clients build better businesses, you'll find Robert traveling the world or hanging out with his nephews in Dallas.

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## November Virtual Chapter Meeting

**Join DC NARPM Tuesday, November 17, 2020  
at 12:30pm EST!**



### **Featured Speaker: Dean Hunter**

This month, Dean Hunter, from Small Multifamily Owners Association, will be joining us to talk about how essential it is for DC managers and landlords to speak out against the laws that are hurting small DC investors.

Dean Hunter is the CEO of The Small Multifamily and Rental Owners Association. A new

He is the Managing Member of the Urban Commercial Group, a boutique real estate firm specializing in multifamily and single tenant net lease investment sales. Hunter is the author of *The Triple Net Investor: The Ultimate Beginners Guide To Net Lease Properties*. He studied political science at American University and is a graduate of Howard University School of Law. He is the Chairman of Urban Legal Ministries, a non-profit that organizes lawyers and churches to provide pro-bono legal clinics.

[Register Here](#)

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**LAST MONTH: Thank you to Billy Cannon for talking about  
how DC Laws have changed due to COVID-19 and what  
Landlords can do right now!**

If you missed it, you missed a lot. Billy Cannon, from Offit Kurman, spoke with us last month about all of the DC laws that have been implemented and changed since the start of COVID-19. There is a ton to understand and know about what you can and can not do. So watch the replay in the link below.

HUGE thank you to Billy Cannon for the update and all of the resources that he provided to help our DC Property Managers.



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Billy Cannon is a Department Chair and a member of Onit Kurman's Landlord

Representation Practice Group. He represents property owners and property management companies in litigation, mediations, and administrative agency hearings. Mr. Cannon also works with his clients on leasing matters and Fair Housing Act compliance. He has been certified in Low-Income Housing Tax Credit Compliance (LIHTC) and represents many LIHTC properties and other affordable housing providers. Additionally, Mr. Cannon represents sellers and purchasers in transactions, with a particular emphasis on the District of Columbia Tenant Opportunity to Purchase Act (TOPA). He handles TOPA compliance and litigation, as well as other litigation arising out of the purchase and sale of real property. Mr. Cannon also handles appellate matters for property owners and property management companies.

## Meeting Recording

### DC One: Requirements & Prohibitions 2020

### Billy Cannon DCNARPM Presentation

## Rental Assistance Resources

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## Legislative Update

The DC Council has proposed and passed a litany of new legislation through the Public Health Emergency legislation that may also become permanent. The previous legislation signed by the mayor preventing evictions, initiating legal actions against tenants who are late on their rent, and requiring landlords to provide payment plans, amongst other requirements, has been extended through to February/March of 2021. Additionally, here are a few highlights of legislation already passed, and legislation pending that will impact us as landlords, synopsis courtesy of Billy Cannon and his team.

On October 14th the Eviction Notice Moratorium Emergency Amendment Act was enacted

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issuance of a notice to vacate for any reason. Further, it prohibits a landlord from engaging in “any action that is intended to force tenants to leave their housing or otherwise give up their rights under the law...” While this is set to expire January 11, 2021, a second bill with the same language was already approved and sent to Mayor that will be effective for 225 days. So, if not already evident, we are in this for the long haul.

Pending public hearings, but on the docket at the city Council, is the Fairness in Renting Temporary Amendment Act. This requires landlords to issue a 30 day notice prior to filing for eviction or payment of rent and a separate 30 day notice of a landlord’s intent to file a claim. Essentially, this means late payment legal actions can only be filed 30 days after the tenant is late, and is notified as opposed to immediately as is allowed currently. Additionally, the law requires photo evidence with date/time stamp of service by posting, and prohibits filings for possession if a tenant owes less than \$600, and prohibits evictions if the landlord does not have a current business license.

Finally, the new legislation allows a tenant to seal eviction records and states that credit cannot be used as the sole basis to deny an applicant.

Reported by Dean Hunter, Bill 23-0873: The Rent Stabilization Program Reform and Expansion Amendment Act of 2020 introduced by Councilmembers Brianne Nadeau and Trayon White, would significantly expand rent control, amend DC law to harm small landlords, and adversely impact the availability of affordable housing.

The legislation would among other things: would limit annual rent increases to CPI only, expand rent control to four-unit buildings; expand rent control to all apartment buildings built before the year 2005; eliminate voluntary agreements, eliminate vacancy adjustments, severely limit hardship and capital improvement petitions.

It is not hard to see that the health emergency has provided the city council with a platform to make it extremely difficult and expensive to operate as a landlord in Washington, DC. There are many opportunities to share your position on this with your

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rights and interests of both tenants and landlords.

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**Poll results: 2021 DCNARPM Board Elections**

1 message

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**Rhianna Campbell (via Doodle)** <mailer@doodle.com>  
Reply-To: Rhianna Campbell <rhianna@properplanning.realestate>  
To: dcnarp@gmail.com

Wed, Sep 23, 2020 at 1:55 PM



Hi,

Rhianna Campbell has chosen the following final items in the poll **2021 DCNARPM Board Elections**:

**Options**

---

Affiliate Program Coordinator: Justin Silvers

---

Legislative Coordinator: Amit Magdieli

---

Membership Coordinator: Nicholas Lazarchick

---

President: Rhianna Campbell

---

Secretary: Shenetta Malkia-Sapp

---

Treasurer: Erica Fells

Hello,

Thanks, everyone who participated in this poll.

The results are in and I'd like to share them with you.

[Go to poll](#)

Best wishes,  
**The Doodle Team**

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## September Virtual Chapter Meeting

### *Roundtable Discussion*

Our next *virtual* meeting will take place **Thursday, September 24th at 4:00PM EST**. In this session we will have an open discussion about any and everything.

Join us tomorrow to ask your burning questions from your peers. We will discuss hot topics such as:

- Virtually managing your portfolio
- Virtual staffing challenges
- COVID guidelines
- Rent control concerns
- Eviction & Loss of rent pains

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