

User: lynda@marketstreetre.com

2016 Chapter Compliance

All chapters are required to answer questions 1-10 BY THE LAST DAY OF February

Chapter: Florida West Coast

1. Does your chapter have current bylaws on file with National? Yes

Reminder: Did you know that you need the approval of the national board to amend your bylaws? If you are unsure you can go to <http://www.narpm.org/members/documents-forms/chapter-documents/> and verify bylaws on file. If not on file, please upload bylaws below.

Bylaws Upload

2. Fill in number of RVP calls the chapter's president or their representative participated in: 5

3. Upload a copy of Chapter filed tax return or completed and returned e-post card (99N) to the IRS. 990_20170227164725.pdf

4. Upload a copy of your current year budget: narpm budget 2016_20170227130732.pdf

5. List number of membership meetings: 6

Flier Upload jan_20170227131143.pdf

Flier Upload feb_20170227131445.pdf

Flier Upload april_20170227131637.pdf

Flier Upload may_20170227131835.pdf

Flier Upload new doc 2017-02-27 13.20.28_20170227132044.pdf

Flier Upload oct_20170227132240.pdf

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6. List number of board meetings: 4

Copy of Minutes feb board_20170227132734.pdf

Copy of Minutes march_20170227135411.pdf

Copy of Minutes may_20170227131835.pdf

Copy of Minutes april_20170227131637.pdf

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7. Does your chapter charge dues? No

8. If yes, how much are the dues?

9. If yes, are meals at meetings included?

10. On a scale of 1-10, how well do you think your chapter is doing? 7

Do you want to apply for Chapter Excellence as well? Yes



National Association of Residential Property Managers

2016 Chapter Excellence Award Application

Covers 12 month period January 1 through December 31 of the award year

Chapter Number and Name: Florida west coast

Is this a New Chapter formed within the last 18 months? No

Number of chapter members at time of Application (excluding affiliates): 15

Total Points from Application:

Chapters must have 30 or more points to submit an application.

Three (3) Awards for top points will be given based on size of chapters. Small chapter award for less than 49 members; medium chapter award for 50-124 members; and large chapter award for 125 and over members.

The NARPM® **Chapter Excellence Award** is earned by the activities a chapter accomplishes. It is requested, but not required, that all chapters complete and submit this application annually and that the President-Elect do this.

To qualify the application MUST be received no later than the last day of February, following the award year, (no extensions will be granted). Chapter Excellence awards will be presented at the Annual Convention the following year of award period.

**E-mail questions to one of the volunteers: kdm@partnersmgmt.com
Or phone: 404-876-8700 (Eastern Time Zone)**

The following reports are to be used as back-up and attached to this application and are available from the National website, <http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>.

New Member Recruiter list; list of CRMC® Candidate and CRMC® designees; PAC Contributors; Leadership Conference attendee list; Convention Attendee list

Notes to All Applicants:

1. All questions cover the period from January 1, through December 31, unless specified otherwise.
2. Back-up information/documentation should be underlined or highlighted appropriately, marked in upper corner with the corresponding question number, and included in numerical order. Zip files, or one PDF attachments can be used as uploads rather than individual documents.
3. *Be sure that highlights are clearly visible in scanned documents for upload. All information must be legible and any items that are not legible will be subtracted from the total points*
4. *The Chapters who apply and are qualified for the award with 30 or more points will be announced to all members in the second quarter after the award year. The Top Awards will presented at the Annual Convention. The Award for "Chapter of the Year" will be presented to two chapters, depending on size, with the highest point total after review. Three (3) Awards for top points will be given based on size of chapters. Small chapter award for less than 49 members; medium chapter award for 50-124 members; and large chapter award for 125 and over members. New Chapters are eligible to receive Chapter Excellence and the New Chapter of the Year Award.*
5. Provide accurate and specific back-up supported information. Points will be deducted for incorrect information/back-up/totals. For all answers, be prepared to explain back-up information.
6. Review of the application is usually done within 14 days of the deadline for Award. Sometimes the reviewer(s) of applications has questions or needs clarification about the back-up information, please be sure that the person who is knowledgeable about the application is readily available. In any event, if adjustments are needed, the reviewing person will make appropriate adjustments and these adjustments will be final.
7. Information relating to points on applications is confidential and is not available to people other than the Chapter Excellence volunteers, National staff, and a limited number of NARPM® leadership.
8. Whenever points are claimed, be sure that the back-up information shows clearly that the chapter is entitled to the points claimed.
9. All reviews, revisions, deductions, adjustments, interpretations and other determinations relating to this application are at the sole discretion of NARPM® and are not controvertible.
10. This application is for chapter related activities, not for the efforts of individual chapter members.
11. References to "*members*" in this application shall mean Professional, Associate, Support Staff, and Life members of individual chapters as listed in back-up information from question 1.
12. Submit backup documents for each question number as listed on the upload site. If a conflict between paper application and upload exists, follow upload instructions.
13. Broker/Owner Retreat is not counted in Chapter Excellence Awards as it is not open to all members.

Application Questions:

MEMBERSHIP: Fifty-Five (55) points available in this category.

1. Enter the number of the following types of members as of December 31st of the award year:

Professional Members:

15

Associate Members:

Support Staff Members:

Life Members:

Combined Total Number of
Members: 15

Attach lists from the website (<http://www.narpm.org/members/tools/chapter-services/member-reports/chapters/member-roster/>.) Ensure that the lists contain type of membership for each member. Enter the number of affiliate member's as of December 31, of the award year. Attach a complete list. If the lists are not attached this application will be disqualified

Members List Upload members 2016_20170227145916.pdf

Does the state in which the
chapter is located have continuing
education requirements for
licensing? Yes

2. Provide a list of all new members for your chapter as of December 31, of the award year. A list of new members can be obtained on the website (<http://www.narpm.org/members/tools/chapter-services/member-reports/professional-membership/members-joined-since-yyyy-mm-dd/>). Chapter numbers can be found in column U. Earn points for the percentage of new members compared to existing (take number of new members and divide by prior year member numbers which will give you the percentage of growth).

Total Points: 1

Number of New Members added
to Chapter: 2

New Member Growth: 1=3-9%

New Members Upload question 2_20170302093256.pdf

3. **Three (3) points** for your chapter meeting 90% retention of membership after national dues billing (March 10). See spreadsheet and highlight your chapter name and goal that was met

Total Points:

Membership Retention:

Membership Retention Upload

4. **Five (5) point** if as of December 31, does your Chapter have an active affiliate program that encourages vendors to join chapter. If yes, please supply a list of local affiliates.

Total Points:

Affiliate Members:

Affiliate Members Upload

5. **Six (6) points** each for starting and mentoring a new chapter and three (3) points for mentoring a struggling chapter. Include letters from the leader(s) of the chapter(s) mentored detailing your efforts. Mentoring means substantial on-going effort that results in starting a chapter and/or helping a struggling chapter succeed. Twelve (12) points available.

Total Points:

Mentored Chapter Name:

Leader of Mentored Chapter:

Type of Mentored Chapter:

Mentored Chapter Name:

Leader of Mentored Chapter:

Type of Mentored Chapter:

Chapter Mentored Upload

Chapter Mentored Upload

6. **Two (2) points** per service for providing a community service project as a group effort. Provide a copy of evidence of the event and the service provided. This does not include just raising money for a donation, but rather a project that involved chapter members. Six (6) points available.

Total Points: 1

Number of Community Service
Projects Provided: 2

Evidence of Community Service
Upload jerico project_20170227142626.pdf

Evidence of Community Service
Upload

Evidence of Community Service
Upload

7. **One (1) point** for each member who participated in the New Member Recruitment program during the application year. Obtain list from the website and highlight their name(s)
(<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>) Five (5) points available.

Total Points:

Number of Participating Members:

Participating Members Upload

8. **Up to ten (10) points.** Percentage of members who attended the NARPM Annual Convention during the award year. Obtain a copy of convention attendees from the website and highlight names of those in attendance (<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>)

Total Points:

Percentage of Members in
Attendance:

Membership Attendance

Membership Attendance

9. **Up to ten (10) points** based on percentage of members who attended a NARPM State(s) Conference(s) during the award year. Submit a copy of conference attendees list and highlight the names of those in attendance. Name and date of conference must be on the attendee list.

Total Points: 10

Percentage of Members in
Attendance: 10=30%+

Member Attendance Upload new doc 2017-02-27 14.32.20_20170227143231.pdf

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

10. **Three (3) points** per grant a chapter applied for and used. Information on chapter grants can be obtained at (<http://www.narpm.org/members/tools/chapter-services/handbook/support-services/>). Provide evidence of use. Nine (9) points available.

Total Points:

Number of Grants Applied for and
Used:

Evidence of Grant Upload

Evidence of Grant Upload

Evidence of Grant Upload

11. **Up to four (4) points** if your chapter has instituted the New Member Mentor program at the Chapter level. Upload copies of all completed checklist from mentor program in the upload slot(s) to show all new members in this program. (<http://www.narpm.org/join/membership-benefits/>).

Total Points:

Percentage of New Members

Mentored:

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

EDUCATION: Fifty (50) points available in this category.

12. **Two (2) points** for each chapter-sponsored NARPM 6/8 hour educational course. Provide a copy of course flyer. Not applicable if points are taken with other questions within the application. Twenty (20) points are available.

Total Points:

Number of Chapter-Sponsored
Educational Course(s):

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

13. **Two (2) points** for each chapter-sponsored educational course that is not a NARPM 6/8 hour educational course. **Award three (3) points** if the course is approved for required state continuing education (CE) hours for license renewal. **Award three (3) points** if state has no Continuing Education requirements and provide documentation from state licensing division that shows no CE or license is required. Provide a copy of course flyer and mark CE information. Not applicable for points if education is used with other questions within the application. Minimum course length - 1 hour. Twenty (20) points available.

Total Points: 2

Number of Chapter-Sponsored
Educational Course(s): 2

Chapter-Sponsored Educational Course Upload educ adam_20170227165754.pdf

Chapter-Sponsored Educational Course Upload

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Chapter-Sponsored Educational Course Upload

Chapter-Sponsored Educational Course Upload

Chapter-Sponsored Educational Course Upload

Chapter-Sponsored Educational Course Upload

14. **Three (3) points** for each function arranged and performed with another chapter and/or another real estate related association such as educational courses or other business related opportunity. Provide copy of applicable flyer or other demonstrative information. Not applicable points if education is used with other questions within the application. Six (6) points available.

Total Points: 3

Number of Function(s) Arranged and Performed with Another Chapter and/or Real Estate Related Association: 3

Applicable Flyer/ Other Demonstrative Information Upload lunch and learn_20170227144509.pdf

Applicable Flyer/ Other Demonstrative Information Upload

15. **One (1) point** for each regular membership meeting that discussed/ reviewed the NARPM Code of Ethics. A meeting must include speaker, panel, or round-table, be held for a special purpose or other educational/ business opportunity, and is not a "course" as referred to in questions #6, #7, or #9. **One** (1) point per meeting. Submit a copy of each meeting agenda showing ethics discussion item and meeting topic. Six (6) points available.

Total Points: 5

Number of Regular Membership Meetings that Discussed NARPM Code of Ethics:	5
Copy of Meeting Agenda Upload	Jan 2016 .pdf
Copy of Meeting Agenda Upload	Feb 2016.pdf
Copy of Meeting Agenda Upload	May 2016.pdf
Copy of Meeting Agenda Upload	Sept. 2016.pdf
Copy of Meeting Agenda Upload	oct_20170227132240.pdf
Copy of Meeting Agenda Upload	

16. **Up to three (3) points** based on percentage of Members who are candidates for the RMP and/or MPM designations as of December 31, of the award year. Applicants must have officially applied for the designation and paid the required fee. Chapters can only count a member once, regardless of the number of designation candidacies held. Obtain lists from the website and mark names (<http://www.narpm.org/members/tools/chapter-services/member-reports/professional-membership/members-with-designations/>). Candidates have a C after designation and column U lists chapters where member belongs.

Total Points:	3
Percentage of Candidates as of December 31:	3=15%+
RMP MPM Designations Upload	designations_20170302093919.pdf

17. **Up to six (6) points** based on percentage of member companies who are candidates for the CRMC designations as of December 31, of the award year. Applicants must have officially applied for the designation and paid the required fee. Obtain lists from the website and mark names (<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>).

Total Points:	
Percentage of Candidates as of December 31:	
CRMC Designations Upload	

18. **Up to six (6) points** based on percentage of members who hold the RMP and/or MPM designations as of December 31, of the award year. One (1) point per member, regardless the number of designations held. Obtain list from the website and mark each member/company once. Chapters can only count a member once, regardless of the number of designations held. Obtain lists from the website and mark names in column U where member belongs (<http://www.narpm.org/members/tools/chapter-services/member-reports/professional-membership/members-with-designations/>).

Total Points:	4
Percentage of Members with RMP/ MPM Designations:	4=20-24%

Member List with RMP/ MPM
Designations Upload

MPM & & & & RMP designations.pdf

19. **Up to six (6) points** based on percentage of member companies who hold the CRMC designation as of December 30, of the award year. One (1) point per company. Obtain list from the website and mark each member/company once. Chapters can only count a member once, regardless of the number of designations held. Obtain list from the website (<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>) and mark the names.

Total Points: 1

Percentage of CRMC Companies
as of December 31: 2=1-14%

Member Companies who hold
CRMC Designation Upload MARKETING_COMPARE_US_1_28_16 (1).pdf

20. **Up to five (5) points** based on percentage of members who hold the CSS, CMC, and/or CRMB certification as of December 31, this year. One (1) point per member who hold certifications. Obtain list from the website and mark each member/company once. Chapters can only count a member once, regardless of the number of designations held. Obtain lists from the website (<http://www.narpm.org/members/tools/chapter-services/member-reports/professional-members/members-with-designations/>) and mark names. Column U lists chapters where member belongs.

Total Points:

Percentage of Members holding
certifications as of December 31:

List of CSS, CMC, CRMB
Certified Members Upload

21. **Up to three (3) points** percentage of members who are candidates for the CSS, CMC, and/or CRMB certification as of December 31, of the award year. Applicants must have officially applied for the certification and paid the required fee. Chapters can only count a member once, regardless of the number of candidacies held (<http://www.narpm.org/members/tools/chapter-services/member-reports/professional-membership/members-with-designations/>). Candidacies have a C after certification and Column U lists chapters where member belongs.

Total Points:

Percentage of Candidates as of
December 31:

Members who are Candidates for
the CSS, CMC, CRMB Upload

MARKETING: Twenty (20) points available in this category.

22. **Two (2) points** for each sponsoring and staffing a NARPM booth at a non-NARPM trade show. Provide copy of applicable flyer and/or other demonstrative information. Not applicable points if event is used with other questions within the application. Four (4) points available.

Total Points:

Number of Sponsoring/ Staffing a
NARPM booth at a non-NARPM
Trade Show:

Name of Event

Date of Event

Copy of Applicable Flyer/ Other
Demonstrative Information

Name of Event

Date of Event

Copy of Applicable Flyer/ Other
Demonstrative Information

23. **One (1) point** per newsletter (electronic or printed). Provide copies with dates printed on front page. Maximum twelve (12) points).

Total Points:

Number of Newsletters:

Newsletter Upload

Newsletter Upload

Newsletter Upload

Newsletter Upload

Newsletter Upload

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Newsletter Upload

Newsletter Upload

24. **Three (3) points** for each marketing effort the Chapter has made to promote membership in the Chapter. This program shall be an outreach promoting chapter growth. (Examples of programs can include emails, postcards, fliers, etc. that promote membership in the chapter). Provide copies of all marketing material and documents along with date of activity. Six (6) points available.

Total Points:

Number of Marketing Efforts:

Program Outreach Upload

Program Outreach Upload

25. Four (4) points for each Chapter Committee who has a Chair AND Vice Chair. Total of twenty (20) points and upload a copy of the committee agenda.

Total Points:

Membership Committee:

Membership Committee Upload

Education/Designation
Committee:

Education/Designation Committee
Upload

Legislative/Governmental Affairs
Committee:

Legislative/Governmental Affairs
Committee Upload

Meeting/Program Committee:

Meeting/Program Committee
Upload

Community Service Committee:

Community Service Committee
Upload

GOVERNMENTAL AFFAIRS/LEGISLATION: Fifteen (15) points are available per category.

26. **Two (2) points** per issue when members join together in an attempt to pass or defeat a legislative issue on a state, county, or city measure. Provide a copy of the issue and any related petitions and/or letters signed by chapter members or any other documentation substantiating this effort. Six (6) points available.

Total Points:

Number of Efforts to Pass or
Defeat a Legislative Issues:

Copy of Issue/ Other
Documentation Upload

Copy of Issue/ Other
Documentation Upload

Copy of Issue/ Other

27. **Five (5) points** based on percentage for members who contribute at least \$25 for the NARPM PAC. Obtain list of contributors at (<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>) and highlight names.

Total Points:

Percentage of Members who Contribute at Least \$25 to the NARPM PAC

List of Contributors Upload

28. **Two (2) points** per chapter hosting, or participating in, a NARPM State Day on the Hill. Submit flyer or information that exhibits promotion of event.

Total Points:

Hosted or Participated in NARPM	0
State Day on the Hill:	

Flyer/ Information Promoting the
Event Upload

LEADERSHIP: Ten (10) points are available per category.

29. **One (1) point** for each member who actively served on a State, or Local Chapter Committee and/or as a State or Local Chapter Officer or Director. Provide list of Volunteers. Chapters can count one point for each volunteer position held by a member. Submit list of volunteers and convert to percentage of membership.

Total Points: 3

Percentage of Members 3=20-24%
Volunteering:

List of Volunteers Upload q29_20170302094719.pdf

30. **Up to five (5) points** based in percentage of members who attended this year's Leadership Training Class in November. Obtain a copy of attendee list from the website (<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>) and highlight names.

Total Points: 1

Percentage of Members in Attendance: 1=1-8%

Attendee List Upload q30 20170302094944.pdf

31. Please answer the following question in 100 words or less to receive additional consideration, in case of a tie, for the "Chapter of the Year" and "New Chapter of the Year" award: (NOTE: Last year's Chapter of the Year recipient is NOT eligible this year)

What has the Chapter done during the award year that promotes the growth, ethics and professionalism of NARPM® within its membership?

Our chapter has promoted ethics thru out the year by discussing ethics at our meetings and how they might apply to real situations. Our chapter has also promoted its growth and professionalism thru word and deed at every community service program, seminar, and public gathering. Many members share their experiences with one another so as to enhance ones own and others learning experience. Many members publize their membership with pride in advertising and to the public in which they serve. In summary , our chapter has promoted its growth,ethics and professionalism through word, thought and deed everywhere, always.

Total Points from Application:	34
Form Completed By:	Lynda Ghaedi
Chapter Title:	Florida West Coast
Phone Number:	3525848536
E-mail Address:	Lynda@marketstreetre.com

DECEMBER 2016

Beginning Bank Balance	\$3,701.98	YTD	
INCOME			BUDGET
Chapter member dues (12)			\$0.00
Affiliate dues (16) @ \$100		\$900.00	\$1,600.00
Fund raisers/seminars for:		\$263.72	
Sally Plummer Education Fund/ Raffle Tickets **	\$500.00	\$2,248.00	\$2,500.00
Jim Waddell Scholarship Fund			
Luncheons/Dinners	\$150.00	\$2,620.38	\$1,500.00
Sponsors/Donations Tickets of opportunity ***		\$728.00	\$400.00
TOTAL INCOME	\$650.00	\$6,979.22	\$6,000.00
EXPENSES			BUDGET
Taxes/Licenses/Dues		\$311.25	\$320.00
Post Office Box/postage		\$82.00	\$120.00
Bank Fees			\$100.00
Newsletter/Advertising			\$400.00
Education expenses			
Plummer fund meetings/conventions		\$1,050.00	\$1,500.00
Waddel fund/ed, classes Travel(pres/vp in Jan/Nov)			\$1,000.00
Luncheons/Dinners..... Christmas Party	\$500.00	\$2,761.24	\$1,500.00
Donations		\$100.00	\$400.00
Petty cash/misc & Travel voucher		\$1,028.00	\$660.00
TOTAL EXPENSES	\$500.00	\$5,332.49	\$6,000.00
BANK BALANCE	\$3,851.98		
** NARPM Leadership attendance			

FLORIDA WEST COAST

CHAPTER NARPM GENERAL MEETING

**JANUARY 12, 2016
Agenda**

Meeting called to order

WELCOME - PRESIDENT

**PLEDGE TO FLAG
INVOCATION**

INSTALLATION OF 2016 OFFICERS

ANNOUNCEMENTS - RECOGNITION OF GUESTS

INTRODUCTION- GUEST SPEAKER

CODE OF ETHICS: DUTY TO NARPM

**11-1 THE PROPERTY MANAGER SHALL STRIVE TO IMPROVE THE
PROPERTY MANAGEMENT PROFESSION AND NARPM BY SHARING WITH OTHERS THEIR
LESSONS OF EXPERIENCE FOR THE BENEFIT OF ALL.**

**11-2 THE PROPERTY MANAGER SHALL STRIVE TO BE INFORMED
ABOUT RELEVANT MATTERS AFFECTING THE PROPERTY MANAGEMENT FIELD ON A
LOCAL, STATE AND NATIONAL LEVEL.**

MEETING ADJOURNED

**THANK YOU FOR COMING TODAY. IF YOU WANT ANY FURTHER INFORMATION ABOUT
THE NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS FEEL FREE TO
ASK ANY MEMBER ABOUT HOW TO JOIN. WE HAVE APPLICATIONS AVAILABLE.**

**FLORIDA WEST COAST CHAPTER NARPM
GENERAL MEETING FEBRUARY 9, 2016**

NETWORKING 11:30 – 12:00

WELCOME PRESIDENT, SALLY ANKERS, RMP

PLEDGE TO FLAG

OUR MISSION *** TO PROVIDE RESOURCES FOR
PROPERTY MGRS. WHO DESIRE TO LEARN, GROW AND
BUILD RELATIONSHIPS WITH OTHER P.M.**

INTRODUCTIONS VENDORS 2 MINUTE MOMENT

CODE OF ETHICS: ARTICLE 5 PROPERTY CONDITION

**5-1 THE P.M. SHALL NOT MANAGE PROPERTIES FOR CLIENTS WHO
REFUSE OR ARE UNABLE TO MAINTAIN THEIR PROPERTY IN
ACCORDANCE WITH SAFETY AND HABITABILITY REQUIREMENTS
OF THE LOCAL JURISDICTION.**

FEATURED PRESENTATION - LORI HERMANSON, PRES. ELECT

******* TIPS AND TRICKS FOR PROPERTY MGRS.*******

TICKETS OF OPPORTUNITY RAFFLE

DOOR PRIZE

NEXT MEETING MARCH 8TH.

MEETING ADJOURNED

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING AGENDA

APRIL 12, 2016

CALL TO ORDER

PRESIDENT

PLEDGE TO FLAG

INVOCATION

MARIE BUERKERT

WELCOME

RECOGNITION OF AFFILIATES AND GUESTS

CODE OF ETHICS: ARTICLE 11-2 THE PROPERTY MANAGER SHALL STRIVE TO BE INFORMED ABOUT RELEVANT MATTERS AFFECTING THE PROPERTY MANAGEMENT FIELD ON A LOCAL, STATE AND NATIONAL LEVEL.

ANNOUNCEMENTS & UPCOMING EVENTS

SOUTHERN STATES CONFERENCE SAVANAH 6/22-6/24

FLORIDA STATE CONFERENCE TAMPA 9/21 -9/23

TAMPA CHAPTER - FAIR HOUSING ISSUES+AVOIDING LITIGATION

THURSDAY-APRIL 21ST CHART HOUSE RESTAURANT \$25 INCL. LUNCH

PROGRAM PRESENTATION BED BUGS ***TERMITES**

KNIGHT PEST CONTROL

HERNANDO PEST CONTROL

MEETING ADJOURNED---THANK YOU FOR ATTENDING

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING MAY 10, 2016

WELCOME PRESIDENT SALLY ANKERS

PLEDGE TO FLAG

INVOCATION

AFFILIATES INTRO & PROMOTION

GUESTS RECOGNITION

UPCOMING EVENTS

DEADLINE FOR FUNDRAISER MONIES JUNE 1ST FINAL

TAMPA CHAPTER MAY 19TH 11:30 TIME MANAGEMENT

NARPM SOUTHERN CONFERENCE JUNE 22 – 24 SAVANNAH, GA.

NARPM STATE CONFERENCE SEPT. REGISTER NOW

CODE OF ETHICS: ARTICLE 1-4 THE PROPERTY MANAGER SHALL USE EFFORTS TO BE SURE THAT INFORMATION ON THEIR WEBSITE IS CURRENT. IF IT BECOMES APPARENT THAT THE INFORMATION ON THE WEBSITE IS NOT CURRENT, THE PROPERTY MANAGER SHALL PROMPTLY TAKE CORRECTIVE ACTION.

INTRODUCTION OF GUEST SPEAKER: PAUL ARRINGTON

ADJOURN

THANK YOU FOR COMING!

**FLORIDA WEST COAST CHAPTER NARPM
GENERAL MEETING OCTOBER 11, 2016**

AGENDA

CALL TO ORDER

PRESIDENT

WELCOME

PLEDGE TO FLAG

INVOCATION

RECOGNIZE GUESTS AND VISITORS

ORDER FROM MENU

ANNOUNCEMENTS: NOVEMBER 11, DIGITAL MARKETING/SOCIAL MEDIA

(A CE CREDIT CLASS FOR EVERYONE-) FROM PROPERTYWARE at CATCHES IN PORT RICHEY

LETS WHINE AND DINE.....

CODE OF ETHICS: DUTY TO NARPM AND THE PROFESSION

ARTICLE 11-2 THE PROPERTY MANAGER SHALL STRIVE TO BE INFORMED ABOUT REVELANT

MATTERS AFFECTING THE PROPERTY MANAGEMENT FIELD ON A LOCAL, STATE AND NATIONAL LEVEL.

MEETING ADJOURNED.

THANK YOU FOR ATTENDING.

FLORIDA WEST COAST CHAPTER NARPM

BOARD MEETING FEBRUARY 2, 2016

AGENDA

WELCOME

ROLL CALL QUORUM

PURPOSE TODAY: TO FINISH PLANNING THE YEAR PROGRAMS

- 1. GET A VOLUNTEER TO BE A GREETER AT GENERAL MEETINGS**
- 2. COMMUNICATIONS CHAIR 2016 - MARY RINALDI (ADD MORE ARTICLES ON FACEBOOK AND STATE CHAPTER WEBSITE. ROTATE VENDORS NAMES EVERY 3 MONTHS.**
- 3. BY LAWS REVIEW NEEDS TO BE SUBMITTED TO NTL.**
- 4. CHAPTER EXCELLENCE DUE BY MARCH 15.**

TREASURER REPORT

OTHER

MEETING ADJOURNED

CODE OF ETHICS

ARTICLE 1 1-3 THE PROPERTY MANAGER SHALL COMPLY WITH ALL LOCAL AND STATE ORDINANCES REGARDING REAL ESTATE LAWS, LICENSING, INSURANCE AND BANKING.

FLORIDA WEST COAST CHAPTER NARPM

EXECUTIVE BOARD MEETING

AGENDA MARCH 1, 2016

CALL TO ORDER.

ROLL CALL QUORUM

READ PREVIOUS MEETING MINUTES

MOTION TO ACCEPT

OLD BUSINESS:

UPDATE ON SPEAKER/PROGRAM LINEUP

RAFFLE TICKETS REPORT

CHAPTER EXCELLENCE REPORT DEADLINE 3/31

EDUCATION GRANT DEVELOPMENT

NEW BUSINESS: REVIEW LOCAL BYLAWS-CORRECTIONS

COMMITTEE CHAIRS NEEDED

SALLY CONTACTED ROBIN TO SERVE AS LEGISLATIVE CHAIR.

NEED TO GET VOLUNTEERS TO CHAIR A COMMITTEE.

- ****** CODE OF ETHICS *******
- **PRICE FIXING ARTICLE 10. The Property Manager shall not engage in the improper acts of price fixing, anti-trust or anti competition with other property managers.**

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING MAY 10, 2016

WELCOME PRESIDENT SALLY ANKERS

PLEDGE TO FLAG

INVOCATION

AFFILIATES INTRO & PROMOTION

GUESTS RECOGNITION

UPCOMING EVENTS

DEADLINE FOR FUNDRAISER MONIES JUNE 1ST FINAL

TAMPA CHAPTER MAY 19TH 11:30 TIME MANAGEMENT

NARPM SOUTHERN CONFERENCE JUNE 22 – 24 SAVANNAH, GA.

NARPM STATE CONFERENCE SEPT. REGISTER NOW

CODE OF ETHICS: ARTICLE 1-4 THE PROPERTY MANAGER SHALL USE EFFORTS TO BE SURE THAT INFORMATION ON THEIR WEBSITE IS CURRENT. IF IT BECOMES APPARENT THAT THE INFORMATION ON THE WEBSITE IS NOT CURRENT, THE PROPERTY MANAGER SHALL PROMPTLY TAKE CORRECTIVE ACTION.

INTRODUCTION OF GUEST SPEAKER: PAUL ARRINGTON

ADJOURN

THANK YOU FOR COMING!

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING AGENDA

APRIL 12, 2016

CALL TO ORDER

PRESIDENT

PLEDGE TO FLAG

INVOCATION

MARIE BUERKERT

WELCOME

RECOGNITION OF AFFILIATES AND GUESTS

CODE OF ETHICS: ARTICLE 11-2 THE PROPERTY MANAGER SHALL STRIVE TO BE INFORMED ABOUT RELEVANT MATTERS AFFECTING THE PROPERTY MANAGEMENT FIELD ON A LOCAL, STATE AND NATIONAL LEVEL.

ANNOUNCEMENTS & UPCOMING EVENTS

SOUTHERN STATES CONFERENCE SAVANAH 6/22-6/24

FLORIDA STATE CONFERENCE TAMPA 9/21 -9/23

TAMPA CHAPTER - FAIR HOUSING ISSUES+AVOIDING LITIGATION

THURSDAY-APRIL 21ST CHART HOUSE RESTAURANT \$25 INCL. LUNCH

PROGRAM PRESENTATION BED BUGS ***TERMITES**

KNIGHT PEST CONTROL

HERNANDO PEST CONTROL

MEETING ADJOURNED---THANK YOU FOR ATTENDING

FLORIDA WEST COAST

CHAPTER NARPM GENERAL MEETING

**JANUARY 12, 2016
Agenda**

Meeting called to order

WELCOME - PRESIDENT

**PLEDGE TO FLAG
INVOCATION**

INSTALLATION OF 2016 OFFICERS

ANNOUNCEMENTS - RECOGNITION OF GUESTS

INTRODUCTION- GUEST SPEAKER

CODE OF ETHICS: DUTY TO NARPM

**11-1 THE PROPERTY MANAGER SHALL STRIVE TO IMPROVE THE
PROPERTY MANAGEMENT PROFESSION AND NARPM BY SHARING WITH OTHERS THEIR
LESSONS OF EXPERIENCE FOR THE BENEFIT OF ALL.**

**11-2 THE PROPERTY MANAGER SHALL STRIVE TO BE INFORMED
ABOUT RELEVANT MATTERS AFFECTING THE PROPERTY MANAGEMENT FIELD ON A
LOCAL, STATE AND NATIONAL LEVEL.**

MEETING ADJOURNED

**THANK YOU FOR COMING TODAY. IF YOU WANT ANY FURTHER INFORMATION ABOUT
THE NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS FEEL FREE TO
ASK ANY MEMBER ABOUT HOW TO JOIN. WE HAVE APPLICATIONS AVAILABLE.**

**FLORIDA WEST COAST CHAPTER NARPM
GENERAL MEETING FEBRUARY 9, 2016**

NETWORKING 11:30 – 12:00

WELCOME PRESIDENT, SALLY ANKERS, RMP

PLEDGE TO FLAG

**OUR MISSION * * * * TO PROVIDE RESOURCES FOR
PROPERTY MGRS. WHO DESIRE TO LEARN, GROW AND
BUILD RELATIONSHIPS WITH OTHER P.M.**

INTRODUCTIONS VENDORS 2 MINUTE MOMENT

CODE OF ETHICS: ARTICLE 5 PROPERTY CONDITION

**5-1 THE P.M. SHALL NOT MANAGE PROPERTIES FOR CLIENTS WHO
REFUSE OR ARE UNABLE TO MAINTAIN THEIR PROPERTY IN
ACCORDANCE WITH SAFETY AND HABITABILITY REQUIREMENTS
OF THE LOCAL JURISDICTION.**

FEATURED PRESENTATION - LORI HERMANSON, PRES. ELECT

****** TIPS AND TRICKS FOR PROPERTY MGRS.*******

TICKETS OF OPPORTUNITY RAFFLE

DOOR PRIZE

NEXT MEETING MARCH 8TH.

MEETING ADJOURNED

I

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING MAY 10, 2016

WELCOME PRESIDENT SALLY ANKERS

PLEDGE TO FLAG

INVOCATION

AFFILIATES INTRO & PROMOTION

GUESTS RECOGNITION

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DEADLINE FOR FUNDRAISER MONIES JUNE 1ST FINAL

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INTRODUCTION OF GUEST SPEAKER: PAUL ARRINGTON

ADJOURN

THANK YOU FOR COMING!

FLORIDA WEST COAST CHAPTER NARPM

GENERAL MEETING

SEPTEMBER 13TH, 2016

AGENDA

WELCOME.... SALLY ANKERS, RMP PRESIDENT
PLEDGE TO FLAG LORI HERMANSEN, PRESIDENT ELECT
INVOCATION MARIE BUERKERT, RMP
ANNOUNCEMENTS STATE CONFERENCE- NTL. CONVENTION HAWAII
ELECTION OF OFFICERS SLATE OPEN FOR NOMINATIONS - VOLUNTEERS
2017 PRESIDENT – LORI HERMANSEN
PRESIDENT ELECT- MARY RINALDI
SECRETARY –
TREASURER – LINDA WILSON
COMMUNICATIONS CHAIR- MADELINE REYES-BONILLA
LEGISLATION CHAIR – OPEN
PRESENTATION **NETWORKING TIPS** SALLY ANKERS, RPM
DRAWING FOR FREE REGISTRATION FOR STATE CONFERENCE
MUST BE REGISTERED TO SUBMIT YOUR CARD

CODE OF ETHICS: ARTICLE 3 PROPERTY MANAGER SHALL NOT MISLEAD OWNERS WITH
THE MARKET VALUE OF THE PROPERTY IN AN ATTEMPT TO SECURE A LISTING.
MEETING ADJOURNED. THANK YOU FOR ATTENDING.