



National Association of Residential Property Management

Greater Snohomish County NARPM Chapter Meeting

January 19th, 2017

11:30 am—1:00 pm

Bob's Burgers and Brews

**1615 SE Everett Mall Way
Everett, Washington 98208**

Jim Henderson, Jr.

**President of
Landlord Solutions, Inc.**

**Will speak regarding
Disparate Impact and
Tenant Screening.**

RSVP:

keystonerentals@gmail.com

Or (360) 659-9751



National Association of Residential Property Managers

FEBRUARY CHAPTER MEETING

February 16, 2017

Bob's Burgers & Brews
11:30 am—1:00 pm
1611 SE Everett Mall Way

Speaker:
Detective David Chitwood
Of
Snohomish Regional
Nuisance Task Force

***Bring your written questions for Det. Chitwood regarding
drugs, squatters, nuisance issues.***

RSVP:
KeystoneRentals@gmail.com or
(360)659-9751

Greeter: Stacey Salyer

Vendor Feature:

Raffle: Cherie Ruchty



**National Association of Residential Property Managers
Snohomish County Chapter Meeting**

**NEW
LOCATION**



**Buzz Inn
3121 Broadway
Everett, WA 98201**

**(PARKING TO THE NORTH OF THE RESTAURANT, -ON
STREET, OR UNDERNEATH THE RESTAURANT)**

**March 16, 2017
11:30 am to 1:00 pm**

Lunch Buffet

Guest speaker Sean Martin serves as External Affairs Director at the Rental Housing Association of Washington, and will be giving a current legislative update on all matters which affect our industry.

Greeter: John

Vendor Feature: Remnant King

Raffle: John

\$ 20.00 Members

\$ 25.00 Non-Members

**RSVP: 360-659-9751 or
Keystonerentals@gmail.com**



Snohomish County April Chapter Meeting

**RSVP: 360-659-9751 or
keystonerentals@gmail.com**

**In this new location head counts are a must
and consequently, so are RSVPs. Thanks for your understanding
and our apologies if this causes any inconvenience.**

**Buzz Inn
3121 Broadway
Everett, WA 98201**

**(PARKING TO THE NORTH OF THE RESTAURANT, -ON
STREET OR UNDERNEATH THE RESTAURANT)**

April 20, 2017

11:30 to 1:00 pm

Lunch Buffet

Guest Speaker Dave Aron with YMCA

**Landlord Engagement Specialist with
Landlord Engagement Program,**

**This program helps provide risk mitigation to
landlords interested in housing families with
housing challenges.**

Greeter: Stacey

Vendor Feature: ORCA

Raffle: Gayle

\$20.00 Members

\$25.00 Non-Members



Snohomish County June Chapter Meeting

**RSVP: 360-659-9751 ~or~
keystonerentals@gmail.com**

**In this new location head counts are a must
and consequently, so are RSVPs. Thanks for your understanding
and our apologies if this causes any inconvenience.**

**Guest Speaker Melicent Kiser,
Audit Supervisor, BPD RE Audit,
Taking the Fear Out of the Audit—What You
Need to Know**

**June 15, 2017
11:30 to 1:00 pm
Lunch Buffet**

**Buzz Inn
3121 Broadway
Everett, WA 98201
(PARKING TO THE NORTH OF THE RESTAURANT, -ON
STREET OR UNDERNEATH THE RESTAURANT)**

Greeter: Janet

\$20.00 Members

Vendor Feature: Morgan Maintenance

Raffle: Carol

\$25.00 Non-Members

RAFFLE TO BENEFIT SNOHOMISH COUNTY BOYS & GIRLS CLUBS

July 20, 2017

5:00 pm—8:00 pm

1222—164th Street SW

Lynnwood, WA 98087

Brunswick Lanes Is the place to be!!!

Raffle to be held at 7:00 pm

**Cost is \$50 per person —which includes unlimited bowling, shoes, appetizers/hors d'oeuvre!
(Alcoholic beverages not included)**

CHARITY Raffle Tickets Available

\$20—25 Tickets

\$40—50 Tickets

\$60—80 Tickets

\$100—120 Tickets

Raffle Items Needed from Vendor Members and Property Managers!

Items valued \$50 or more, please. See Sign-up or contact Cherie at keystonerentals@gmail.com, Thanks!

Pre-Register and reserve your space with cash or a check payable to NARPM by July 14th.

Reserve your space today!

Mail to:

c/o Keystone Rentals

1242 State Avenue

Suite 1, PMB 109

Marysville, WA 98270



NARPM® Snohomish County NARPM Chapter Meeting

August Chapter Meeting

08/17/2017

11:30 to 1:00 pm

Lunch Buffet

Speaker: Chrysztyna Rowek

Improving Property Management Communications

Vendor Feature: Seropro Lynnwood

Greeter: Joseph

Raffle: Janet

Buzz Inn

3121 Broadway

Everett, WA 98201

(PARKING TO THE NORTH OF THE RESTAURANT, -ONE STREET OR UNDERNEATH THE RESTAURANT)

RSVP: 360-659-9751

~or~

keystonerentals@gmail.com

\$20 Members

\$25 Non-Members

NARPM®
National Association of Residential Property Managers
Snohomish County Chapter



National Association of Residential Property Managers

Greater Snohomish County Chapter

SEPTEMBER 21, 2017

NARPM GREATER SNOHOMISH COUNTY CHAPTER MEETING

11:30 TO 1:00 PM

LUNCH BUFFET

RESP TO KEYSTONERENTALS@GMAIL.COM OR 360-659-9751

GERRY EBALAROZA-TUNNELL, -

BUILDING RESILIENCE:

REMAINING AWESOME IN TOUGH TIMES

BUZZ INN

3121 BROADWAY

EVERETT, WA 98201

**(PARKING TO THE NORTH OF THE RESTAURANT,
-ON STREET OR UNDERNEATH THE RESTAURANT)**

GREETER:

ALYSSA

VENDOR FEATURE: ACRANET

RAFFLE:

STACEY

\$20.00 MEMBERS

\$25.00 NON-MEMBERS

3 Clock Hours

October 26, 2017

Service Animals Class

With Roy Gadley of
Cascade Real Estate School

This is an interactive class. Please bring any current service animal forms you are using to class. Together we will be reviewing policies and procedures to navigate this arena.

When: 9:00 am to 1:00 pm

Where: ServPro Lynwood

19327 21st Ave W,

Lynnwood, WA 98036

Lunch will be provided

Cost: \$50 Members / \$60 Non-Members

RSVP to: keystonerentals@gmail.com or

360-659-9751



Vendor Appreciation Day November 16, 2016



11:30 am - 1:00 pm

Buzz Inn

3121 Broadway
Everett, WA 98201

Rsvp:

keystonerentals@gmail.com

Or

(360)659-9751



Year End Celebration

AND OFFICER INSTALLATION

DECEMBER 7, 2017

BISTRO SAN MARTIN
231 N. OLYMPIC AVENUE
ARLINGTON, WA 98223

6:00 PM

THIS DINNER WILL BE FOR ALL MEMBERS, VENDORS AND THEIR GUESTS. PREPAID RESERVATIONS ARE REQUIRED BY DECEMBER 1ST.

**\$60 PER PERSON,
WHICH WILL INCLUDE**

APPETIZERS
SOUP OR SALAD
CHOICE OF ENTREES
DESSERT

A NO HOST BAR IS AVAILABLE

PREPAY BY MAILING YOUR CHECK TO:
NARPM C/O KEYSTONE RENTALS
1242 STATE STREET, SUITE 1, PMB 109
MARYSVILLE, WA 98270

FESTIVE PROFESSIONAL ATTIRE RECOMMENDED



Snohomish County NARPM Chapter
January 12, 2017 9:15am
Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Stacey Salyer, , Cherie Ruchty, Carol Telschow, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of December 2016 Board Minutes -Approved as read – Motion to accept Carol/2nd Janet

Treasurer's Report – Carol Telschow

December ending balance - \$6113.88

Motion to accept Cherie and 2nd by Gayle

Committee Reports

Affiliate/Vendors – Joseph not in attendance

We will have a new representative for Heritage Bank

Education –We will sponsor a National NARPM Class in May 2017 on Owner/Client Relations. This has an RPM designation. National will help promote this class. Stacey will contact National for more details. We need the cost. Could be held at ServePro.

Hospitality/Meetings – Calendar set for 2017 – see attached
Stacey is looking for a new meeting place. She has looked at the Medallion in Smokey Point. Other suggestions are the new motels at Smokey Point.

Chapter Website – Alyssa is overseeing and wants to know to promote. Will try to do more exposure at the meetings

Legislative – Day on the Hill is February 8, 2017. Everyone needs to attend.
See attached Landlord Mitigation
RHA is doing it's own screening
Maybe Chitwood -speaker in February-can help us navigate issues of Property Crimes, squatting and how to bring the law on our side. We will ask members for questions to be given to Chitwood – Alyssa will draft a question form.

Old Business

Complete our 2017 calendar – we need speakers for April, June and August

April – Dave Aaron from YMCA 206-601-1374 or Technology update

June – VOA dispute resolution

August

New Business

Chapter Excellence – Joseph needs to compile and complete. The deadline for completion is February 28, 2017

It was suggested that we place an ad in the Herald Real Estate section front page to promote NARPM. We can get Grant money to pay for this – Alyssa will look into this with National

Closing with ethics – the Property Manager shall not reveal confidential information of Clients, Tenants of others except as required in the course of performing his or her duties or as otherwise required by law. The Property Manager shall take all reasonable precautions to protect confidential information.

Meeting adjourned 9:58 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter
February 9 2017 9:15am
Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Stacey Salyer, Joseph Fisher, Cherie Ruchty, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of January 2017 Board Minutes -Approved as read – Motion to accept Carol/2nd Janet

Treasurer's Report – Carol Telschow

Carol was not in attendance but sent the attached report for the meeting
Motion to accept Cherie and 2nd by Gayle

Committee Reports

Affiliate/Vendors – Joseph Fisher

Joseph needs to get in touch with all vendors and get their 2017 dues paid. We have 3 new interested vendors – a carpet cleaning company, hardwood floor company and rental maintenance company

Education –We will sponsor a National NARPM Class in May 2017 on Owner/Client Relations. This has an RPM designation. National will help promote this class. Stacey will contact National for more details. We need the cost. Could be held at ServePro. We will have a clock hours class in October on Service Animals with Roy Gadley

Hospitality/Meetings – Calendar set for 2017 – see attached

Chapter Website – Alyssa is overseeing and wants to know to promote. Will try to do more exposure at the meetings. The calendar will be updated. Alyssa will look into Grant for us to use for advertising.

Legislative – Day on the Hill was February 8, 2017. Gayle, Stacey and Cherie Attended from our chapter and felt it was very worth while. We met with 5 legislators and felt they were very responsive to our concerns. See attached copy of the legislative bills we are supporting and opposing.

Old Business

- 2017 Calendar is complete – see attached
- Location of our monthly meeting – Cherie met with Buzz Inn on Broadway in Everett and the Board has decided we will change our meetings to the Buzz Inn. They will provide us with a lunch buffet each month and we can change the menu as we so choose. Cherie will meet with Buzz Inn and finalize this decision.
- Chapter Excellence – Joseph is working on this for our chapter and will contact each of us for information he might need to complete this report.
- Day on the Hill – see Legislative report above

New Business

We need to select a charity to support in 2017. It was a unanimous decision to adopted the Snohomish County Boys and Girls Club as your charity fund raiser recipient. Motion by Cherie and 2nd by Stacey
Stacey will serve as fund Raiser Chair and Joesph will Co-chair. Ideas were discussed for the venue – possibly an activity venue. Also the thought of charging everyone to attend the event.

Installation of Officer Event – we discussed option for where to hold this event and also changing the start time to accommodate the vendors schedules more effectively. Suggested the appetizers begin at 6:30 and dinner about 7:15pm. Cherie will look into venues on the Everett Waterfront as possible places for the installation dinner

Closing with ethics – the Property Manager shall endeavor to eliminate, through the normal course of business, any practices which could be damaging to the public or bring discredit to the profession.

Meeting adjourned 9:58 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

March 9 2017 9:00 am

Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Stacey Salyer, Joseph Fisher, Cherie Ruchty, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of February 2017 Board Minutes -Approved as read – Motion to accept Stacey/2nd Joseph

Treasurer's Report – given by Gayle via Carol

Carol was not in attendance but sent the attached report for the meeting
Motion to accept Cherie and 2nd by Janet

Committee Reports

Affiliate/Vendors – Joseph Fisher

Brian Read will be joining again. There is a carpet cleaner interested in joining as well as 2 HVAC contractors

Education –We will sponsor a National NARPM Class in May 2017 on Owner/Client Relations. This has an RPM designation. National will help promote this class. Stacey will contact National for more details. We are working on getting State Clock Hour credit for this class. We need to promote designations class idea at meeting and develop a flyer to be given out at March meeting. We need to determine who pays for lunch and a snack/coffee time. The cost is \$195 unless otherwise stated for your designation.

Hospitality/Meetings – Stacey Calendar set for 2017 – see attached. Be sure greeters are in place. The meals at the meetings will be Buffett with a rotating menu. We choose salad, soup and wraps for March

Chapter Website – Alyssa will look into Grant for us to use for advertising. She will resent the info to al of us

Legislative Janet checked this morning and the only bill there is movement on is 5013 regarding disposing of belongings after and eviction

Old Business

Thanks to Joseph we have Chapter excellence and Compliance

Fundraiser – Joseph working on location for event

Designation Class in May already discussed under education

New Business

Tax return – do we need to file taxes and if so how - Joseph will reach out to Kelley with this question.

Disparate action – We can say No to a Life time registered sex offender

There is a Dispute Resolution Class given by VOA (425-212-2957) on April 18 9 am to 12 noon at the Everett Public School Administration Building 3900 Broadway Ave

Closing with ethics – the Property Manager shall endeavor to eliminate, through the normal course of business, any practices which could be damaging to the public or bring discredit to the profession.

Meeting adjourned 9:58 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter
April 13 2017 9:00 am
Board Meeting Minutes

Northwest Property Management Office - Arlington

Attendees: Gayle Acidera, Stacey Salyer, Joseph Fisher, Cherie Ruchty, Carol Telschow, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of March 2017 Board Minutes -Approved as read – Motion to accept Stacey/2nd Janet

Treasurer's Report – Carol Telschow

Balance as of April 13, 2017 \$8329.72 See attached documentation
Motion to accept Cherie and 2nd by Janet

Committee Reports

Affiliate/Vendors – Joseph Fisher

Brian Read still has not joined. Bryan Newell carpet cleaner and John with Seattle Furnace plan to join

Education –We will sponsor a National NARPM Class in May 2017 on Owner/Client Relations. This has an RPM designation. National will help promote this class. Stacey will contact National to see how many are signed up.

Hospitality/Meetings – Stacey doing follow up with National on Class May 18

Chapter Website – Alyssa update Vendors on the Website once she receives verification from Joseph.

Legislative Janet checked this morning but could not find anything firm on any of the bills. It has been rumored that the squatters bill is in front of the Governor for signature

Old Business

Chapter excellence and Compliance – Gayle reported that many chapters are using online drop box for documents. A check list used by other chapters is being sent to us for use in compiling 2018 documents. It was suggested that the first Board meeting in 2018 be a training session for how to access the online drop box. Joseph has started such a process for our chapter

Fundraiser – Joseph working on location for event. The closest Miniature Golf venue is in Kirkland/Redmond. That would be too far away for our Chapter. Perhaps we will consider a Bowling venue. We want to consider having a silent auction for some items as well as raffle.

Designation Class in May already discussed under education

New Business

Elections for 2018 are to be held in September to Accommodate the Leadership Training in November. Start to think about adding new people to the Board

2108 Class Schedule – since we need 4 months lead time for Designation Classes, start thinking about a class earlier in the year and have the class on a day other than our regular meeting time.

We were notified that our Chapter only has 9 members and we must have 10 to remain a Chapter. Gayle can go on the National website and “capture” undesignated members who are in our area but did not note a chapter on their application.

Closing with ethics – the Property Manager shall not exaggerate, misrepresent, misinform or conceal pertinent facts in the advertising, leasing and management of property.

Meeting adjourned 10:00 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter
May 11, 2017 9:05 am
Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Joseph Fisher, Cherie Ruchty, Carol Telschow, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of April 2017 Board Minutes -Approved as read – Motion to accept Carol/2nd Joseph

Treasurer's Report – Carol Telschow

Balance as of May 11, 2017 \$8455.95 See attached documentation

Committee Reports

Affiliate/Vendors – Joseph Fisher

We now have 13 paid vendors

Education – National Class will be rescheduled as not enough interest to hold the class in May 2017. We will need to come up with a date for this apart from our normal meeting time.

The May meeting will be held at Buzz INN and will be a Round Table discussion hosted by Brian Read. Suggested subjects are:

- Desparate Impact
- Security Deposit disbursement – when owner tries to force us to retain for items not allowed. Is there language we should have in our Owner agreement to hold harmeless
- Any way to authenticate Service Animal Letters/Documents

Possible speakers – Kelli Toffison for September and Gerry Tunnell for January 2018

Hospitality/Meetings – Stacey did not attend – no report

Chapter Website – Alyssa update Vendors on the Website. Joseph submitted current list.

Legislative – Janet. As of this morning the Squatters bill appears to be on the Governors deck but not signed.

Old Business

On line drop box needs to be developed. Joseph will get this up and running by the June 2017 Board Meeting and instruct us in using it. It was suggested to have Folder Designations for categories ie Flyers, Minutes, Treasure Report, Legislative

Fundraiser – Joseph working on location for event. Has looked into Brunswick Lanes in Lynnwood and they can accommodate our expected 30 people. Joseph will get firm dollar costs and let the Board know. We will charge all attendees to attend

Designation Class in May already discussed under education

Elections for 2018 The following have agreed to serve if elected:

President – Joseph Fisher

VP/President Elect

Secretary – Cherie Ruchty

Treasurer – Carol Telschow

Committee Chair – Membership, Education

New Business

~~2108~~²⁰¹⁸ Class Schedule – since we need 4 months lead time for Designation Classes, start thinking about a class earlier in the year and have the class on a day other than our regular meeting time. Joseph supports not having this class and will express his desire when he attends the conference.

Gayle recaptured several members from the National Roster so we now have over 10 members.

Closing with ethics – It is the duty of the Property Manager to educate those with whom the Property Manager is affiliated to comply with all fair housing laws and laws regarding discrimination.

Meeting adjourned 10:00 am Moved Cherie/2nd Alyssa

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

June 8, 2017 9:05 am

Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Cherie Ruchty, Carol Telschow, Stacey Sayler, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of May 2017 Board Minutes correct year date under New Business from 2108 to 2018 -Approved with correction – Motion to accept Stacey/2nd Janet

Treasurer's Report – Carol Telschow

Balance as of June 8, 2017 \$9015.35 See attached documentation

Committee Reports

Affiliate/Vendors – Joseph Fisher

Not present to report

Education – Cherie Ruchty

September 2017 speaker is Chris Lollini from Reputation Igniter. How to have a better online marketing presence.

January 2018 – Genny Tunnell

February 2018 Kelli Tollifson

Hospitality/Meetings – Stacey reported that the National Class will need to be rescheduled for 2018

Chapter Website – Alyssa update with the September speaker

Legislative – Janet. As of this morning the Squatters bill has been signed and goes into affect July 23, 2017. See attached from Rob Trickler with cautions regarding implementation of this law from the view point of law officers. We might reach out to law enforcement as an organization and get a stance on their position.

Old Business

On line drop box tabled until Joseph can present – Joseph as not in attendance.

Fundraiser – Joseph has booked Brunswick Lanes in Lynnwood for July 20 from 5pm – 8pm. The cost per person will be \$50 which includes unlimited

bowling, shoes and snacks. We need raffle items to be contributed for the Fund Raiser supporting Snohomish County Boys and Girls Club.

Cherie to do a flyer and sign up sheet for raffle items for June 15 meeting

Raffle tickets will be as follows:

\$20 – 25 tickets

\$40 – 50 tickets

\$60 – 80 tickets

\$100 – 120 tickets

The raffle drawing will be at 7 pm the evening of the Fund raiser.

Elections for 2018

We still need a nominee for VP/President Elect and Gayle will reach out to Tracy and Ginger newer members. Courtney from ServPro has agreed to serve as Vendor Chair.

New Business

Designation Class to be discussed further once the Fall National Meeting is held and the date we schedule will be a day other than our meeting day.

Gayle brought a flyer regarding a 5 clock hour class June 21, 2017 given by Natalie Danielson- bring flyer to meeting June 15.

Closing with ethics – the Property Manager shall not deny service to any person due to race, color, religion, sex, handicap, familial status, national origin, sexual orientation or gender identity.

Meeting adjourned 10:00 am Moved Cherie/2nd Alyssa

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

August 10, 2017 9:05 am

Board Meeting Minutes

NW Property Management Group Office - Arlington

Attendees: Gayle Acidera, Joseph Fisher, Cherie Ruchty, Carol Telschow, and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of June 2017 Board Minutes – Approved as read

Treasurer's Report – Carol Telschow

Balance as of August 10, 2017 \$10,129.55 See attached documentation
We had allocated in the budget money to be used for both the National conference and the Leadership Conference. \$1500 was allocated for a board member to attend national and our chapter pays the airfare for our President Elect to attend the mandatory leadership conference.

Committee Reports

Affiliate/Vendors – Joseph Fisher

Definitive Carpet is the newest member

Education – Cherie Ruchty

October 26 is our class with Roy Gadley on Service Animals. Cherie will confirm this with Roy as well as price. This is a 3 hour class that costs \$45.00. Location will be ServPro Lynnwood if possible. Suggest cost be \$50 for member and \$55 for non member.

Hospitality/Meetings – No report

Chapter Website – Nothing new to report

Legislative – Janet not present – no report

Old Business

On line drop box will be done by Joseph as he can. Hopes to have done by September Board meeting

Fundraiser – We raised \$900 and would like a representative of Boys and Girls Club to come to meeting and present them with money. Gayle will reach out to see if someone can come.

Elections for 2018 – we still need the position of VP to be filled. Reach out to Tracy with NW Best Homes to see if she is interested.
Designation Class – still up for discussion.

New Business

Speakers and Class offerings for 2108 – suggestions

March – Legislative Update

April – Clock Hour Class TBA

May – VOA - Dispute Resolution and what they can do for us

June –

July – Fund Raiser

August –

September –

October – Clock Hour Class TBA

November – Vendor Appreciation

December – Installation of Officers and Year end Party

Christmas Party – December 7 – the vote is for the BISTRO, Arlington. Cherie will make reservations. We will need a Regional member to install – either Leeann or Kelli

Closing with ethics – It is the duty of the Property Manager to educate those with whom the Property Manager is affiliated to comply with all fair housing laws and laws regarding discrimination.

Meeting adjourned 10:00 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

September 14, 2017 9:05 am

Board Meeting Minutes

NW Property Management Group Office - Arlington

Attendees: Gayle Acidera, Joseph Fisher, Cherie Ruchty, Stacey Sayler Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of August 2017 Board Minutes – Approved as read

Treasurer's Report – Carol Telschow Report given by Gayle in Carols Absence

Balance as of September 14, 2017 \$9107.77 See attached documentation

Report approved with date change at the top of report to year 2017

A check was sent to Snohomish County Boys and Girls Club for \$900.00

Committee Reports

Affiliate/Vendors – Joseph Fisher

Mr ReKey is the newest member

Education – Cherie Ruchty

October 26 is our class with Roy Gadley on Service Animals. 3 clock hours available. Cost for members is \$50 and \$60 for non-members. Time is 9am to 1pm with lunch hosted by ServPro Motion approved Joseph 2nd Alyssa

2018 Calendar – see if Chris Lollini can speak in January

Move VOA to June

Hospitality/Meetings – Stacey Sayler – There will be a Washington State Chapter Conference May 17, 18 and 19, 2018 in south Seattle. The 17th will feature Designation Classes. Should we consider cancelling the Snohomish County chapter meeting in May 2018.

Chapter Website – Alyssa Ritchie – will update with Class flyer

Legislative – Janet Duffy – no report

Old Business

Online drop box – set up as Snohomishcountynarpm@gmail.com Joseph is working on it for our use.

Fundraiser – 2018 will be July 19. Cause to be determined

Designation Class – A class is being held today with 5 in attendance. Next years class still up for discussion.

Elections for 2018 – we still need the position of VP to be filled – Gayle agreed to fill this position. Cherie Ruchty removed her name as incoming Secretary so we will see if Carol Telschow will do a combined office of Secretary Treasurer

New Business

Speakers and Class offerings for 2108 – suggestions
See previous discussion.

Installation of Officers will be at the Bistro December 7, 2017. See if Leeann can do the installation ceremony

Closing with ethics – Websites of the Property Manager shall not contain any deceptive metatags or other devises/methods to direct, drive, or divert Internet traffic in a deceptive manner or to otherwise mislead users. The websites shall also not manipulate listing content in any deceptive or misleading way.

Meeting adjourned 10:00 am

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

October 12, 2017 9:05 am

Board Meeting Minutes

NW Property Management Group Office - Arlington

Attendees: Gayle Acidera, Joseph Fisher, Cherie Ruchty, Alyssa Ritchie and Courtney Olson

Call to Order – Gayle Acidera

This meeting became a round table discussion on how to get more Professional Property Mangers to join NARPM.

Ideas included:

A meet and Greet with Complimentary Hors d'oeuvres and Kelli or Leeann present to answer questions about NARPM and its virtues. Also If they signed up for 2018 membership, offer them a 3 clock hour class for Free or Two meetings free including raffle ticket.

Invite to a meeting

Do one on one relationship building

We will need to have an election when we have a quorum. Next Board Meeting will be November 2 or 7 and we will finalize elections and select Vendor honors for the November meeting.

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

November 7, 2017 9:05 am

Board Meeting Minutes

NW Property Management Group Office - Arlington

Attendees: Gayle Acidera, Joseph Fisher, Cherie Ruchty, Stacey Salyer Janet Duffy and Carol Telschow

Call to Order – Gayle Acidera

Review of October 2017 Board Minutes – Approved as read

Treasurer's Report – Carol Telschow

Balance as of November 7, 2017 \$9167.99 See attached documentation

Budget is attached. We took in \$960.00 for the Class on Service Animals and the cost of the class was \$765.00

We need to concentrate on getting new members. Thoughts on how to best spend some of the money to promote NARPM to Property Managers. One idea is an online blast followed by a Mixer. Send entire email list to Joseph. Send letter head sample to Gayle

Committee Reports No committee reports were given

Affiliate/Vendors –

Education –

Hospitality/Meetings –

Chapter Website –

Legislative –

Old Business

2018 Officers

President – Joseph Fisher

Vice President – Gayle Acidera

Secretary – Gayle Acidera

Treasurer – Carol Telschow

Vendor Chair – Courtney

Education

Legislature

Hospitality/ Meetings – Stacey Salyer

Installation of Officers – at the December 7th dinner. Stacey Salyer will perform the installation

Cost of the dinner will be \$60.00 per person prepaid reservations. Our chapter will pay for appetizers and each individual will pay for their own bar tab.

New Business

Changing the Post Office Address

Joseph will look at getting a PO Box at the Everett Hoyt Avenue location. If there are none available, he will look at options.

Nomination for Vendor of the Year

November 16, 2017 meeting is Vendor Appreciation. Cherie nominated Alyssa Ritchie with ACRA net as Vendor of the Year. It was unanimous that she get the award. Will get plaque made for presentation at the November meeting.

Discussion was held about sending ServPro a Thank you for their kind hospitality in hosting our October Class. Carol will have cupcakes made and hand deliver to their office as a Thank you for the Chapter.

Closing with ethics – The Property Manager shall comply with all relevant local and state ordinances regarding real estate law, licensing insurance and banking.

Meeting adjourned 10:00 am

Respectfully submitted

Cherie Ruchty
Secretary



Confirmation

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

- **Organization Name:** GREATER SNOHOMISH COUNTY CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDE
- **EIN:** 300697094
- **Tax Year:** 2016
- **Tax Year Start Date:** 01-01-2016
- **Tax Year End Date:** 12-31-2016
- **Submission ID:** 10065520170830948451
- **Filing Status Date:** 03-24-2017
- **Filing Status:** Pending

MANAGE FORM 990-N SUBMISSIONS

Snohomish County NARPM
2018 Officer Nominations

PRESIDENT : Joseph Fisher

PRESIDENT ELECT: Open

SECRETARY: Open

TREASURER: Carol Telschow

VENDOR CHAIR: Courtney Olsen

EDUCATION CHAIR: Open

HOSPITALITY/MEETING CHAIR: Open

CHAPTER WEBSITE: Open

LEGISLATIVE CHAIR: Janet Duffy

There are several openings to enable you to participate in our Chapter. Please consider becoming a Board Member as an officer or chairperson.

Voting will take place at the September 21st meeting.

Filename: f612-567a-4241-5a5d.docx
Directory: C:\Users\gail2\AppData\Local\Temp\76
Template: C:\Users\gail2\AppData\Roaming\Microsoft\Templates\Normal.dotm
Title:
Subject:
Author: Registered Owner
Keywords:
Comments:
Creation Date: 3/21/2018 2:14:00 PM
Change Number: 2
Last Saved On: 3/21/2018 2:14:00 PM
Last Saved By: Registered Owner
Total Editing Time: 0 Minutes
Last Printed On: 3/26/2018 7:29:00 PM
As of Last Complete Printing
 Number of Pages: 1
 Number of Words: 67
 Number of Characters: 403

2017 Narpm Budget

Monthly Income

	Budgeted	Actual	
Lunch meetings	4000	5331.5	(660.00 installation dinner 12/4/17) 420.00 installa
Vendor Registration	1500	2300	
Narpm Funds	500	500	
Fundraisers	1000	900	
Education Classes	1500	1020	
Interest Earned Bank	1.5	2.83	
Total Income	8501.5	10054.33	

Monthly Expenses

Lunch Meetings	2900	2948.58
Conference	1800	382.96
Charity Local	1000	1330.35
National Conference	1500	0
Supplies	75	40
Flowers/Gifts	100	368.15
Education	200	765
Non Profit Renewal	10	10
Vendor Appreciation	150	80
Installation	250	1425
Total Expenses	7985	7350.04

NARPM Snohomish County Chapter
 1/1 to 12/31/16

Beginning Bank Balance

\$6,069.09

INCOME

Lunch Deposits

1/26/2017	Deposit	Jan Lunch	\$648.00
3/2/2017	Deposit	Feb Lunch	\$335.00
3/21/2017	Deposit	March Lunch	\$702.50
4/24/2017	Deposit	April Lunch	\$457.00
5/22/2017	Deposit	May Lunch	\$500.00
6/15/2017	Deposit	June Lunch	\$565.00
8/22/2017	Deposit	August Lunch	\$387.00
	Deposit	October	\$0.00
	Deposit	November Lunch	\$0.00
	Deposit	December Installation	\$0.00
	Deposit	December installation	\$0.00

\$3,594.50

Miscellaneous Deposits

1/12/2017	Deposit	Narpm Funds	\$500.00
1/12/2017	Deposit	2 Vendor Reg.	\$300.00
1/26/2017	Deposit	3 Registrations	\$450.00
3/2/2017	Deposit	4 Registrations	\$700.00
1/31 & 2/28,	Deposit	Interest	\$0.98
5/15/2017	Deposit	3 Registrations	\$431.25
5/18/2017	Deposit	1 Registration	\$115.83
7/26/2017	Deposit	Fundraiser	\$900.00
	Deposit		\$0.00
	Deposit		\$0.00
	Deposit		\$0.00

Washington Energy and Heritage Ban

Deposit	\$0.00
depo	\$0.00
deposit	\$0.00
deposit	\$0.00
Deposit	\$0.00
Deposit	\$0.00

\$3,398.06

TOTAL INCOME 2017

\$6,992.56

EXPENDITURES

Lunches

#####	#1019	Bob's Burgers	\$556.00
#####	#1021	Bob's Burgers	\$273.75
#####	#1022	Buzz Inn	\$449.19
#####	#1023	Buzz Inn	\$330.91
#####	#1025	Buzz Inn	\$300.82
#####	#1027	Buzz Inn	\$345.95
#####	#1029	Buzz	\$255.76
			\$0.00
			\$0.00
			\$0.00

\$2,512.38

NARPM

King County Narpm
Narpm

\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	\$0.00

Classes

\$0.00
\$0.00

Miscellaneous				\$0.00	
#####	#1018	Cherie Ruchty	Gift for Stacey	\$42.52	
2/9/2017	#1020	Cherie Ruchty	Flowers	\$53.63	
#####	#1026	NWPMG	Fundraiser Deposit	\$187.00	
#####		Bank Fee	Bus. Paper statement fee	\$15.00	
#####	#1028	NWPMG	Fundraiser Balance	\$243.35	
9/7/2017	#1030	Boys and Girls Club	Fundraiser	\$900.00,	
		Staples	Stamp	\$0.00	
		Staples	supplies tickets and recei	\$0.00	
		Scuttlebutt	Charity Appetizers	\$0.00	
		Boys and Girls Club	Charity	\$0.00	
		Gayle Acidera	Conf. Reim.	\$0.00	
		Carol Telschow	Conf. Reim	\$0.00	
		Cherie Ruchty	Frames Vendor Appreciat	\$0.00	
		Bistro San Martin	Installation Dinner	\$0.00	
		Lori Hundhausen	non profit renewal	\$0.00	
		Marysville Food Bank	Aug. Sept. Oct.	\$0.00	
		Gazelle Real Estate	Gift Cards FM Vendor Apl	\$0.00	
		Marysville Food Bank	Toy Store Donation	\$0.00	
		Marysville Food Bank	Fundraiser August-Novem	\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
TOTAL EXPENSES				\$1,441.50	
Net				\$3,953.88	
Ending Bank Balance				\$3,038.68	
				\$9,107.77	

2018 Budget

Monthly Income

	Budgeted	Actual
Lunch meetings	4500	
Vendor Registration	1900	
Narpm Funds	500	
Fundraisers	1000	
Education Classes	1200	
Interest Earned Bank	3	
Total Income	9103	

Monthly Expenses

Lunch Meetings	3200	
Conference	500	
Charity Local	1000	
National Conference	1000	
Supplies	100	
Flowers/Gifts	250	
Education	500	
Non Profit Renewal	10	
Vendor Appreciation	150	
Installation	250	
Total Expenses	6960	0

Snohomish County NARPM Chapter

February 16, 2017

General Monthly Meeting

Bob's Burger and Brew – Everett Mall Way

Welcome - Gayle Acidera

NARPM ETHICS: The Property Managers shall not exaggerate, misrepresent, misinform or conceal pertinent facts in the advertising, leasing and management of property.

Introduction of guests: – three new guests today

Old Business:

2017 Calendar is complete for the year – see attached

Location of monthly meetings – Effective March 16, 2017 meeting we will be meeting at the Buzz Inn on Broadway just off Pacific in Everett. Parking is to the North of the building and under the building off the alley

Day on the Hill in Olympia – Stacey, Gayle and Cherie attended this event this year. We will email out to all members the legislation that is before congress.

Chapter Excellence – Joseph reported that we will have our report in on time and we have achieved Chapter Excellence

New Business:

Our fundraiser charity for 2017 is the Boy's and Girl's Club of Snohomish County. Stacey and Joseph will chair this event and will be looking for a venue.

Speaker: Detective David Chitwood of the Nuisance Task Force of Snohomish County. See attached info about Nuisance/Squatter Properties. The preferred drugs of choice in Snohomish County are #1 Heroin #2 Prescription Drugs #3 Meth #4 Cocain. Because the States stance on Marijuana is still unclear, law enforcement is leaving it "untouched". If we suspect Marijuana in our properties, we are to call 911 and have it documented for future reference.

Vendor feature – Rent Ready – Jeremey Tunnell, Owner. Specialize in Construction and Maintenance project both large and small.

Raffle was held

Meeting adjourned

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

March 16, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera

NARPM ETHICS: The Property Managers shall endeavor to eliminate, through the normal course of business, any practices which could be damaging to the public or bring discredit to the profession.

Introduction of members and guests

Old Business:

- Chapter Excellence – this report was completed and submitted to National
- This year's fundraiser in July will be for the Boys and Girls Club of Snohomish County. Stacey and Joseph will be co chair of this event.

New Business:

- RSVP for the new venue is important so be sure to respond each month to the advertisement.
- There is a Fair housing class on April 18, 2017 sponsored by VOA – see attached flyer
- Attached flyer for other upcoming events and meeting times
- National NARPM class is in May – we are sponsoring
- Vendor feature Remnant King Carpet – John Ellis. Showed us newer carpet and vinyl options

Our speaker was Sean Martin with RHA. He gave us a Legislative update on both Seattle government and State.

Raffle was held

Meeting adjourned

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

APRIL 20, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera

Introduction of members and guests

Joseph Fisher presented the NARPM ETHICS: The Property Manager shall comply with all relevant local and state ordinances regarding real estate law, licensing, insurance and banking

Old Business:

- July 20, 2017 5:30 pm – 8:00 pm Venue still to be determined. This year's fundraiser in July will be for the Boys and Girls Club of Snohomish County. Stacey and Joseph will be co chair of this event.
- RSVP for the new venue is important so be sure to respond each month to the advertisement.
- Designation class for may will be held at the Lynnwood Servpro and lunch will be served, courtesy of Serv Pro.

New Business:

- All active members need to check their profile at National to be sure you have designated the Greater Snohomish County Chapter as you affiliation. This is how we get credit for members
- We are looking for a Membership Chairperson – please contact Gayle if you are interested
- 2018 elections must be held in September. Be thinking of how you can participate in our chapter and be on the Board as an officer or chairperson.

Our speaker was David Aron with the Landlord Engagement Program of the YWCA. He presented information on subsidy programs and how the YWCA has become a liaison to help tenants and landlord navigate and understand these offerings.

Vendor Feature – ORCA

Raffle was held

Meeting adjourned

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

MAY 18, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera
Introduction of members and guests

Gayle NARPM ETHICS: It is the duty of the Property Manager to educate those with whom the Property Manager is affiliated to comply with all fair housing laws and laws regarding discrimination

Old Business:

- July 20, 2017 5:00 pm – 8:00 pm Brunswick Bowling Lanes in Lynnwood on 164th. This year's fundraiser in July will be for the Boys and Girls Club of Snohomish County. Stacey and Joseph will be co chair of this event.
- Elections for 2018 will take place in September and we still need a VP Elect, an Affiliate/Vendor Chair and Membership Chair
- Designation class was cancelled due to lack of interest. We might need to re-think our chapter sponsoring this class and moving it to 2018. A show of hands indicated only 2 of our members might be interested in attending.

New Business:

- There is a change in the September meeting due to the cancellation of the Designation Class. We do have a tentative speaker for the meeting but are open to suggestions and ideas for speakers.

Vendor Feature – Brian Read, Attorney –
Brian does collection work as well as evictions

Round Table discussion lead by Brian Read – discussion was held on a variety of topics – disaster Preparedness, 10 day notices, current laws that were passed.

Raffle was held Meeting adjourned

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

June 15, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera

Introduction of members and guests

Gayle NARPM ETHICS: the Property Manager shall deal with other property managers in an honest and professional manner and shall not knowingly engage in any practice or take any action against a property manager in an un-businesslike manner.

Vendor Feature was to have been Morgan Maintenance but they were not in attendance.

Old Business:

- July 20, 2017 5:00 pm – 8:00 pm Brunswick Bowling Lanes in Lynnwood on 164th. Please sign up for bringing as raffle items and also for attending
- Elections for 2018 will take place in September and we still need a VP Elect, an Affiliate/Vendor. This Chair can be held by a vendor affiliate.
- Designation class has been scheduled for September 14, 2017 at Lynnwood ServPro.
- September speak is Chris Lollini from Reputation Igniter telling us about our online presence – good, bad and lacking.

New Business:

No new business

Speaker: Melicent Kiser, Washington State Auditor – Taking the Fear out of an Audit – What you can expect. When an auditor shows up at your office always ask for ID. They will be asking to see the Designated Broker who will direct them to the bookkeeper most likely. We need to keep 3 years of cancelled checks.

Raffle was held Meeting adjourned

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

August 17, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera

Introduction of members and guests- 2 guests with us today

Gayle NARPM ETHICS: the Property Manager shall comply with all relevant local and state ordinances regarding real estate law, licensing, insurance and banking

Vendor Feature – ServPro Leslie Weaver

Old Business:

- The fundraiser for the Boys and Girls Clubs of Snohomish County was held on July 20, 2017 at Brunswick Bowling in Lynnwood. There were lots of items for raffle and several bowled. Total raised was \$900.00
- Elections for 2018 will take place in September. We are still in need of President Elect.
- The September 14, 2017 Designation Class has been cancelled due to lack of interest
- Our October meeting will be a clock hours class by Roy Gadley on Service Animals

New Business:

2018 Calendar- If you have any ideas for topics or classes please contact one of the Board members. We would like to have at least 2 Clock Hours classes each year, one in April and One in October.

Speaker: Chrysztyna Rowek – Owner of Lighthouse Cove PM and Regional VP elect for NARPM. She spoke on Communication with Owners and Tenants. Most owners find us on the internet so what does your Website look like to the eyes of an Owner prospect. Does your site offer answers to both Owner and Tenant questions?

Raffle Drawing and Adjournment

Respectfully submitted

Cherie Ruchty
Secretary

Snohomish County NARPM Chapter

September 21, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera
Please silence your cell phones

Gayle NARPM ETHICS: The Property Manager shall disclose all details on the availability of rental properties to prospective parties on a regular and timely basis

Introduction of members and guests- 2 guests with us today

Vendor Feature – Acranet – Alyssa Ritchie

Old Business:

- Our October meeting will be a clock hours class by Roy Gadley on Service Animals held at ServPro in Lynnwood. This is a very interactive class so please bring copies of your service animal policies. Class begins at 9 am to 1 pm with lunch hosted by ServPro. The cost is \$50 per member and \$60 for non-members
- Designation call was held last week and 5 people attended.

New Business:

Election of Officers – we do not have a quorum so will conduct election by internet President: Joseph Fisher, President -Elect: Gayle Acidera
Secretary/Treasurer: Carol Telschow

Speakers and Class topics for 2018 – any ideas for these please contact the board with your suggestions.

Washington State Conference will be May 17-19, 2018 to be held in the SeaTac area. Stacey Salyer will be President and will keep us informed on the progress of the conference. Put it on your calendar for next year.

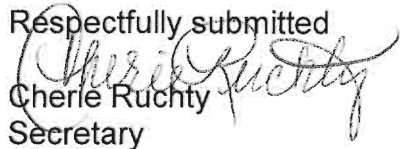
Today Speaker is Gerry Tunnell – Building Resilience: Remaining Awesome in Tough Times

Raffle Drawing and Adjournment

Respectfully submitted

Cherie Ruchty

Secretary

A handwritten signature in cursive script, appearing to read "Cherie Ruchty", is written over the printed name.

Snohomish County NARPM Chapter

November 16, 2017

General Monthly Meeting

Buzz Inn Restaurant - Everett

Welcome - Gayle Acidera

Please silence your cell phones

Gayle NARPM ETHICS: The Property Manager shall disclose to his or her Client all pertinent facts relating to any transaction.

Introduction of members

Old Business:

- Our October meeting was a clock hour class on Service animals held at ServPro and taught by Roy Gadley.
- 2018 Officers have been elected. They are President Joseph Fisher, President Elect and Secretary Gayle Acidera and Treasurer is Carol Telschow
- Washington State Conference will be May 17-19 2018 to be held in the Sea-Tac area. Stacey will be the President in 2018 and will keep us informed. Put it on your calendar for next year and plan to attend for networking and to meet NARPM members from around the region.

New Business:

- The 2018 calendar is almost complete. We always appreciate everyone's input on topics and clock hour class topics.
- December meeting will be a dinner and installation of 2018 officers. The dinner will be at the Bistro in Arlington and requires prepayment. Please read the handout for further details.
- Today we will be acknowledging our Vendors. The following presented their business to us – ServPro, Axis Roof and Gutter, Washington Energy Services, Mr ReKey, Remnant King, AcraNet Screening and Iova Insurance.

Vendor of the Year was presented to Alyssa Ritchie with ACRAnet

Raffle Drawing and Adjournment

Respectfully submitted
Cherie Ruchty Secretary

Snohomish County NARPM Chapter

December 7, 2017

General Monthly Meeting

Bistro – Arlington WA

Welcome - Gayle Acidera

This was the year End Event Celebration and Installation of Officers

Installation of officers was conducted by Stacey Saylor – Incoming State Chapter President. Officers installed:

President – Joseph Fisher

President Elect/Secretary – Gayle Acidera

Treasurer – Carol Telschow

Vendor Chair – Courtney Olson

Cherie Ruchty was recognized for her term of service for the past 6 + years and it was announced that she will be retiring from Property Management

Respectfully submitted

Cherie Ruchty Secretary

Snohomish County NARPM Chapter
January 12, 2017 9:15am
Board Meeting Minutes

Keystone Rentals and Real Estate Office - Marysville

Attendees: Gayle Acidera, Stacey Salyer, , Cherie Ruchty, Carol Telschow, Janet Duffy and Alyssa Ritchie

Call to Order – Gayle Acidera

Review of December 2016 Board Minutes -Approved as read – Motion to accept Carol/2nd Janet

Treasurer's Report – Carol Telschow

December ending balance - \$6113.88

Motion to accept Cherie and 2nd by Gayle

Committee Reports

Affiliate/Vendors – Joseph not in attendance

We will have a new representative for Heritage Bank

Education –We will sponsor a National NARPM Class in May 2017 on Owner/Client Relations. This has an RPM designation. National will help promote this class. Stacey will contact National for more details. We need the cost. Could be held at ServePro.

Hospitality/Meetings – Calendar set for 2017 – see attached
Stacey is looking for a new meeting place. She has looked at the Medallion in Smokey Point. Other suggestions are the new motels at Smokey Point.

Chapter Website – Alyssa is overseeing and wants to know to promote. Will try to do more exposure at the meetings

Legislative – Day on the Hill is February 8, 2017. Everyone needs to attend.
See attached Landlord Mitigation
RHA is doing it's own screening
Maybe Chitwood -speaker in February-can help us navigate issues of Property Crimes, squatting and how to bring the law on our side. We will ask members for questions to be given to Chitwood – Alyssa will draft a question form.

Old Business

Complete our 2017 calendar – we need speakers for April, June and August

April – Dave Aaron from YMCA 206-601-1374 or Technology update

June – VOA dispute resolution

August

New Business

Chapter Excellence – Joseph needs to compile and complete. The deadline for completion is February 28, 2017

It was suggested that we place an ad in the Herald Real Estate section front page to promote NARPM. We can get Grant money to pay for this – Alyssa will look into this with National

Closing with ethics – the Property Manager shall not reveal confidential information of Clients, Tenants of others except as required in the course of performing his or her duties or as otherwise required by law. The Property Manager shall take all reasonable precautions to protect confidential information.

Meeting adjourned 9:58 am

Respectfully submitted

Cherie Ruchty
Secretary