



National Association of Residential Property Managers

**Kitsap County Chapter
2018 Board of Directors Meeting Minutes
June 7, 2018 9:00AM Pickett Properties Office**

9:00 **Call Meeting to Order**
MPM® RMP®

President Heidi

Roll Call and Certification of Quorum

9:05 **Review March Meeting Minutes**

9:15 **Board & Committee Reports**

9:30 **Discussion Agenda & New Business:**

- Meeting Calendar/Topics for rest of 2018
- Nomination process and Elections
 - Past President: Heidi Hartman
 - President: Tierney Allen
 - President Elect:
 - Treasurer:
 - Secretary:
- New Business
 - Meeting Calendar/Topics Adjusted
 - September Panel Vendor Sponsorship
 - Elections via email-Tierney motioned, Kevin Approved
 - Tierney to run July Chapter meeting, Heidi on vacation
 - Motion to update signature cards with Kitsap Bank. New signatories will be Heidi Hartman, Tierney Allen, and Kevin Rose

9:55 **Action List: Review and Update**

Date added	ACTION ITEM	RESPONSIBLE	DUE DATE
	September Panel Vendor Sponsors	Kevin	8/1
	Nominations Emails	Tierney ?	
	November Class-Hoarding?	Tierney	
	Update Signature Cards	All	

10:00 **Adjourn**



National Association of Residential Property Managers

ROLL CALL

Name & Position	Present	Absent
Heidi Hartman, MPM® RMP®, President	X	
Heidi Anderson, RMP® Past President		X
Tierney Allen, President-Elect	X	
Kevin Rose, RMP®, Treasurer	X	
Amy Sherman, Secretary	X	
Guests		
Evie Osburn, RMP®, Charity Committee Chair		X
(Vacant), Education Committee Chair		X

Respectfully Submitted,

Amy Sherman, Pickett Property Management
2018 Secretary

2018 Kitsap County NARPM Chapter Leaders

Heidi Hartman - President

Tierney Allen - President Elect

Tonya Haswell - Secretary (Had to step down mid-year due to relocation)

Amy Sherman - Secretary

Kevin Rose - Treasurer

Form **990-N****Electronic Notice (e-Postcard)**

OMB No

Department of the Treasury
Internal Revenue Service**for Tax-Exempt Organization not Required to File Form 990 or 990-EZ**2

Open to Pu

A For the **2018** Calendar year, or tax year beginning **2018-01-01** and ending **2018-12-31****B** Check if available **Terminated for Business** **Gross receipts are normally \$50,000 or less****C** Name of Organization: **NATIONAL ASSOC OF RESIDENTIAL
PROPERTY MANAGEMENT INC****PO Box 1148, Tracyton, WA,****US, 98393****D** Employee I
Number **91-1'****E** Website:**F** Name of Principal Officer: **Kevin Rose****9601 Provost Rd NW Ste 201,****Silverdale, WA, US, 98383****Privacy Act and Paperwork Reduction Act Notice:** We ask for the information on this form to carry out the Internal Revenue laws o
You are required to give us the information. We need it to ensure that you are complying with these laws.The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless i
valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may bec
administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estim
is 15 minutes.**Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via pa
your Form 990-N (e-Postcard) electronically.**

Kitsap County Chapter of NARPM
Profit & Loss
January through December 2018

	<u>Jan - Dec 18</u>
Income	
Affiliate Member Dues	299.68
meeting fees and CE class	20.00
Meeting fees as Square payment	20.42
Program Income	
Meeting Fees	<u>2,156.26</u>
Total Program Income	<u>2,156.26</u>
Total Income	<u>2,496.36</u>
Gross Profit	2,496.36
Expense	
Program Expenses	
Facilities & Meals	<u>2,223.62</u>
Total Program Expenses	2,223.62
Travel and Meetings	
Conference, Convention, Meeting	<u>500.00</u>
Total Travel and Meetings	<u>500.00</u>
Total Expense	<u>2,723.62</u>
Net Income	<u><u>-227.26</u></u>



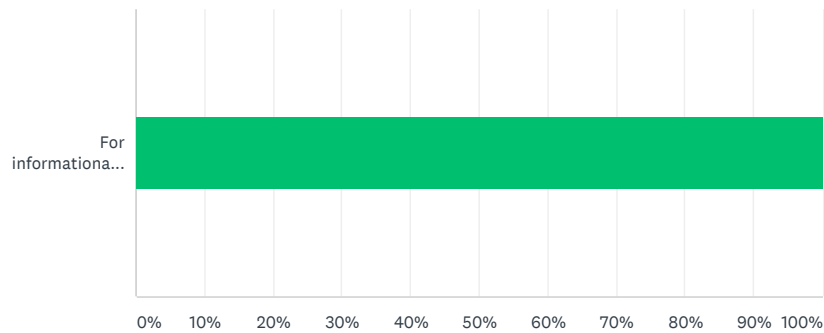
NARPM Kitsap County Chapter 2019 Executive Board Election

Q1



Past President: Heidi Hartman, MPM®, RMP®Details Property Management

Answered: 6 Skipped: 10



ANSWER CHOICES

RESPONSES

For informational Purposes, not open for voting.

100.00% 6

TOTAL

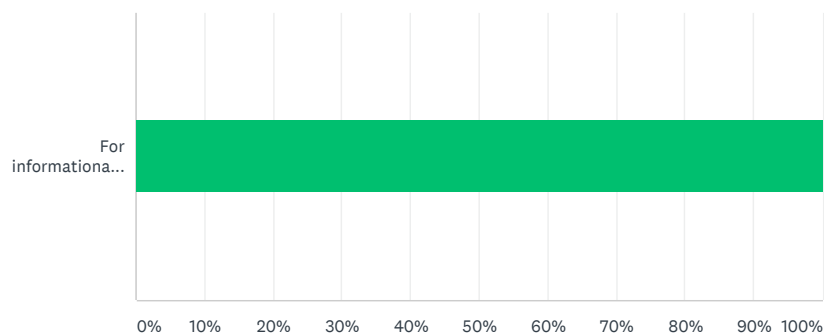
6

Q2



President: Tierney AllenPickett Properties

Answered: 7 Skipped: 9



ANSWER CHOICES

RESPONSES

For informational Purposes, not open for voting.

100.00% 7

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G+ Share

Share

16 responses

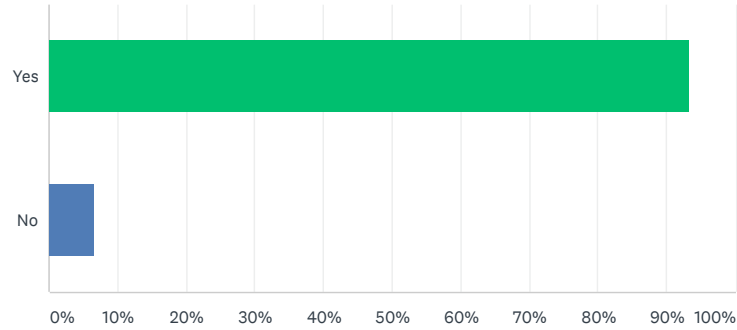
REQUEST ACCESS

Q3



President Elect: Amy ShermanPickett Properties

Answered: 15 Skipped: 1



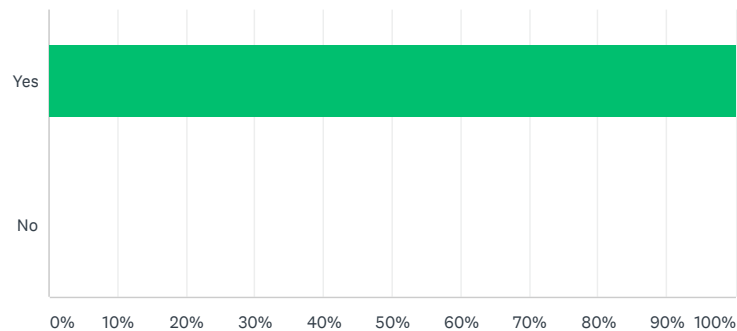
ANSWER CHOICES	RESPONSES	
Yes	93.33%	14
No	6.67%	1
TOTAL		15

Q4



Secretary: Heidi Anderson, RMP®Puget Sound Property Management

Answered: 16 Skipped: 0



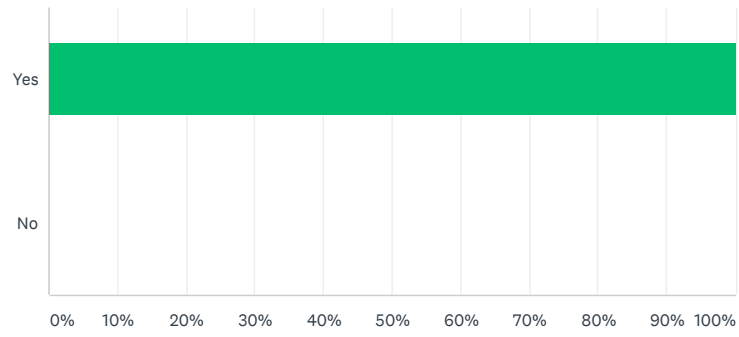
ANSWER CHOICES	RESPONSES	
Yes	100.00%	16
No	0.00%	0
TOTAL		16

Q5



Treasurer: Kevin Rose, RMP®Pickett Properties

Answered: 16 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	16
No	0.00%	0
TOTAL		16

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National Association of Residential Property Managers

Kitsap County NARPM Meeting Agenda
Thursday, March 15, 2018
Cloverleaf Sports Bar & Grill, Bremerton

1. Welcome Members and Guests

2. Purpose & Overview

***Mission:** NARPM® provides resources for residential property management professionals, who desire to learn, grow and build relationships*

***Vision:** NARPM® will be the recognized leaders in residential property management industry.*

3. Code of Ethics (Article 5)

4. Review & Approve Minutes from 2/15/18

5. Financial Update: Kevin Rose, Treasurer

6. Guest Speaker: Legislative Update by Jim Henderson, Landlord Solutions

7. Upcoming Events:

- a. Broker/Owner Retreat: April 9-11, 2018 Mirage Resort, Las Vegas (**Sold out**)
- b. NARPM Day on the Hill: May 14-15, 2018, Washington, DC
- c. WA State NARPM Conference: May 17-19, 2018 Double Tree Suites by Hilton (**Registration is open now**)
- d. National Convention: October 15-18, 2018, Loews Coronado Bay Resort, San Diego, CA

8. Next meeting: April 19, 2018 11:30AM Cloverleaf
Guest Speaker: David Horton, Templeton Horton Weibel PLLC

9. Adjourn

NARPM® Antitrust Statement:

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

NARPM - Kitsap Chapter	BUDGET	Proposed 2019
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Income		
Affiliate Member Dues		\$500.00
50/50 Raffle		\$0.00
Meeting Fees	Lunch	\$1,200.00
Leadership Grant		\$250.00
National Program Grants		\$500.00
Program Fees		\$500.00
		\$2,950.00
Total Income		
Expense		
Postage Supplies		\$120.00
Chamber Mbrshp		\$0.00
Organization Expenses		\$50.00
Cont Ed Credit		\$250.00
Speaker Expenses		\$250.00
Facility-Meals		\$1,200.00
Nat'l Conv-President		\$500.00
Leadrshp Train		\$600.00
Raffle		
Charity		\$250.00
		\$3,220.00
Total Expense		
Annual Net		-\$270.00



National Association of Residential Property Managers

Kitsap County NARPM Meeting Agenda
Thursday, September 20, 2018
Cloverleaf Sports Bar & Grill, Bremerton

1. Welcome Members and Guests
2. Code of Ethics (Article 9)
3. Review & Approve Minutes from 7/19/18
4. Online Election Results: Kitsap County Chapter 2019 Executive Board
 - a. Past President: Heidi Hartman, MPM, RMP
 - b. President: Tierney Allen
 - c. President Elect: Amy Sherman
 - d. Treasurer: Kevin Rose, RMP
 - e. Secretary: Heidi Anderson, RMP
5. Legislative Update: Source of Income Law part 2 Effective 9/30/18 (RCW 59.18.255)
6. Vendor Sponsor: Pacheco Painting
7. Discussion Panel—Selling Rental Properties
 - a. Panel Members;
 - i. Heidi Hartman, Details Property Management
 - ii. Kevin Rose, Pickett Properties
 - iii. Rob Hartman, Remax Platinum Services
 - iv. Sharna McArdle, John L. Scott
8. Upcoming Events:
 - a. National Convention: October 15-18, 2018, Loews Coronado Bay Resort, San Diego, CA
 - b. Leadership Training: November 12, 2018, St. Louis, MO
 - c. 3.5 Clock Hour Class: Understanding Hoarding November 15, 2018
9. Next meeting: October 25, 2018 11:30AM Cloverleaf
Convention Wrap-up & 2018 Horror Stories (Note Date change)
10. Adjourn

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National Association of Residential Property Managers

Kitsap County Chapter 2018 Board of Directors Agenda

November 27th, 2018 9:00AM Pickett Properties Office

- 9:00** **Call Meeting to Order** President Elect, Tierney Allen
 Roll Call and Certification of Quorum
- 9:05** **Review September Meeting Minutes**
- 9:15** **Board & Committee Reports**
- 9:30** **Discussion Agenda & New Business:**
 - **December Meeting – Cancel based on incoming votes from Chapter survey**
 - **Strategic Planning 2019**
 - **Review items in for quantity for year of meetings**
 - **Topics**
 - **Classes**
 - **Concerns**

Action List: Review and Update

Date added	ACTION ITEM	RESPONSIBLE	DUE DATE

10:30 – 11:00 Adjourn

ROLL CALL

Name & Position	Present	Absent
Tierney Allen, President 2019		
Heidi Hartman, MPM® RMP® Past President 2019		
Amy Sherman, President-Elect 2019		
Kevin Rose, RMP®, Treasurer 2019		
Heidi Anderson, RMP®, Secretary 2019		
Guests		
Chrysztyna Rowek, NARPM RVP, MPM® RMP®		

Mission: NARPM® provides resources for residential property management professionals who desire to learn, grow and build relationships

Vision: NARPM® will be the recognized leaders in residential property management industry.

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



National Association of Residential Property Managers

Kitsap County Chapter 2018 Board of Directors Meeting Minutes

February 22, 2018 - March 1, 2018 (snow on 2/22/18)
Austin Chase

9:00 **Called Meeting to Order** President Heidi Hartman, MPM® RMP®
Roll Call and Certification of Quorum

9:05 **Reviewed & Approved November Meeting Minutes**

9:15 **Board & Committee Reports: None**

9:30 **Discussion Agenda & New Business:**

- Meeting Calendar/Topics: Filled in missing topics and adjusted calendar dates
- Reviewed and Approved Proposed 2018 budget
- Discussed Nomination process for filling vacancy in Secretary position

9:55 **Action List: Review and Update**

Date added	ACTION ITEM	RESPONSIBLE	DUE DATE
3/1/18	Talk to Roy Gadley: Ethics & CE	Heidi H	
3/1/18	Get Class Topic for November	All	
3/1/18	Ask for Secretary Nomination	Tierney	3/1/18
3/1/18	Ask Lisa Johnson to be on Panel in Sept	Heidi H	

10:00 **Adjourn**

ROLL CALL

Name & Position	Present	Absent
Heidi Hartman, MPM® RMP®, President	X	
Heidi Anderson, RMP® Past President		X
Tierney Allen, President-Elect	X	
Kevin Rose, RMP®, Treasurer	Call In	
Tonya Caswell, Secretary	X	
Guests		
Evie Osburn, MPM® RMP®, Charity Committee Chair		X
(Vacant), Education Committee Chair		X



National Association of Residential Property Managers

Kitsap County Chapter

2018 Board of Directors Meeting Minutes

September 13, 2018 9:00AM Pickett Properties Office

9:00 Call Meeting to Order President Heidi Hartman, MPM® RMP®
Roll Call and Certification of Quorum

9:05 Review June Meeting Minutes

9:15 Board & Committee Reports

9:30 Discussion Agenda & New Business:

- Meeting Calendar/Topics for rest of 2018
- Nomination process and Elections
 - Past President: Heidi Hartman
 - President: Tierney Allen
 - President Elect: Amy Sherman
 - Treasurer: Kevin Rose
 - Secretary: <OPEN>
- New Business
 - 2019 Planning Meeting 11.27.2018 9am-12pm
 - December White Elephant/Social Meeting

9:55 Action List: Review and Update

Date added	ACTION ITEM	RESPONSIBLE	DUE DATE
	September Panel Flyer Email Blast	Heidi	09.14.18
	November CE Class—Hoarding Email Blast	Heidi	
	December White Elephant/Social Mtg RSVP	Tierney	11.20.2018
	2019 Board Election Email	Heidi	09.17.2018

10:00 Adjourn

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National Association of Residential Property Managers

ROLL CALL

Name & Position	Present	Absent
Heidi Hartman, MPM® RMP®, President	X	
Heidi Anderson, RMP® Past President		X
Tierney Allen, President-Elect	X	
Kevin Rose, RMP®, Treasurer	X	
Amy Sherman, Secretary	X	
Guests		
Evie Osburn, RMP®, Charity Committee Chair		X
(Vacant), Education Committee Chair		

Respectfully submitted,

Amy Sherman, Pickett Property Management
2018 Secretary

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