



Patron Property Management, Inc.
5949 Ball Rd.
Cypress, CA 90630
714-952-4950
www.Patronpm.com

July 10th 2018

Patron Property Management Inc. Board of Directors meeting

Time: 4:00 PM

Location: Old Ranch Country Club

Attendees:

Robert W Sittman III

Robert Sittman Jr.

Delight Sittman

Nicole Sittman

Robert Sittman III and Delight Sittman voted in favor of adding Nicole Sittman and Robert Sittman Jr. to the board of directors.

Board of Directors voted in favor of giving the following titles to the following board members:

Robert W Sittman III: President and Chief Executive Officer

Robert Sittman Jr.: Treasurer and Chief Financial Officer

Delight Sittman: Secretary and Senior Vice President

Nicole Sittman: Vice President and Vice President of Marketing

Meeting adjourned at 4:10 PM

Robert Sittman III Date:
President

Delight Sittman Date:
Secretary

**NARPM Long Beach/Orange County Chapter
Board Meeting held June 1st, 2018
Phone In Conference Call**

Attending:

Sandra Feliciano, President
Laurel Dial, President-Elect
Dimitri Amor, Director at Large
Robert Sittman, Secretary

Absent:

Matt Tandy, Treasurer

Meeting Called to Order at 1:20 pm

Event Date	Presenter	Sponsor	Topic	Presenters email address and phone number	Point of Contact
June 21, 2018			State Farm Insurance		
July 19, 2018	Jim Sando		Business Consultant		Laurel
August 16, 2018	Lee Arnold				Matt
September 20, 2018	Debbie Kerr	Filter Easy	Elections/Hoarding		Laurel
October 18, 2018	Ritchie Lipson		Inspections, legal compliance		Laurel
November 15, 2018					
December	Christmas Party				

Future Board Meetings:

Date	Time	Location	Food
June 28th, 2018	4:00 - 5:00	Apartment Association	
July 25th, 2018	1:00 - 2:00	Online	
August 22nd, 2018	11:30 - 1:00	Patron Property Management 5949 Ball Rd. Cypress, CA	Puerto Rican
September 26th, 2018	1:00 - 2:00	Online	
October 24th, 2018	11:30 - 1:00	Consensys Property Management	
November 28th, 2018	11:30 - 1:00	On Time Property Management	

Call for candidates in June email - Rob

Instructions: Which positions are open, President Elect, Treasurer, Director at large, submit your short bio which will be distributed in July and August

More formal voting process - Laurel

In August we will have to put a write up of all the candidates -

Recruit board members - Everyone

Business Card Books - Laurel

Monthly Pamphlets - Rob Sittman

Put sponsorships on our emails

Promotional products with sponsorship information

Next meeting with a screen sharing ringcentral - Rob

Meeting adjourned at 2:09 pm

Robert Sittman
Secretary

Date

**NARPM Long Beach/Orange County Chapter
Board Meeting held April 25, 2018
On Time Management Conference Room**

Attending:

Sandra Feliciano, President
Laurel Dial, President-Elect
Matt Tandy, Treasurer
Dimitri Amor, Director at Large

Absent:

Robert Sittman, Secretary

Meeting called to order at 12:13PM. Rob will send the link to the Google Docs for the Speaker List and the Meeting Minutes to all board members.

A motion was made, seconded and carried to approve the prior meeting minutes.

Treasurer's Report- Sandra gave all documents, petty cash, etc. to Matt to collate, balance, and prepare a report. The report will be given at the next meeting.

A motion was made, seconded, and carried to establish the following protocol for banking with each new board: In December, the old and new President and Treasurer will go to the bank together to transfer signing authority from the old President and Treasurer to the new President and Treasurer. Each will be given a credit card for our account.

Matt will create a protocol for reimbursements. Matt needs the Quickbooks log-in. Done. A motion was made, seconded and carried to spend between \$30-\$40 to purchase a real cash box for our group. Matt will make the purchase.

The speakers for the following months have been confirmed:

May	Frankie Alvarez	maintenance
June	no one	
July	Jim Sando	business consultant
August	Lee Arnold	
September	no one	
October	Richie Lipson	inspections, legal compliance

A motion was made, seconded, and carried that we will no longer have current members stand up to introduce themselves. This is what the open networking part of the meeting is for. New members, both vendors and property managers will get 10 seconds.

A motion was made, seconded, and carried to provide name tags from Eventbrite using different colors for property managers and vendors. That way we can see who is who. Matt will purchase the plastic

name badge holder with a clip on that we will collect at the end of the meeting to reuse. Rob will take care of this.

Sponsorships: A motion was made, seconded and carried to provide sponsorship levels to vendors as outlined in Addendum A. Laurel will write the opportunity letter and Sandra will email it to the vendors. Adam Roberts wants to be on the vendor committee. Laurel to give him a call.

Venue: Laurel gave a report on two options so far: The Claim Jumper and Mimi's Café. The group decided that the parking was not favorable at Mimi's; they directed Laurel to look at the Claim Jumper room and get at least one more option. Since we have around \$3500 in our operating account, it was motioned, seconded and carried that our chapter subsidize part of the lunch until the sponsorships take off. We can now look at a price point around \$20/21 dollars a person.

The meeting was adjourned at 1:22 PM.

Respectfully submitted,

Laurel Dial for Robert Sittman

**NARPM Long Beach/Orange County Chapter
Board Meeting held June 1st, 2018
Phone In Conference Call**

Attending:

Sandra Feliciano, President
Laurel Dial, President-Elect
Dimitri Amor, Director at Large
Robert Sittman, Secretary
Matt Tandy, Treasurer

Meeting Called to Order at 12:00 pm

Event Date	Presenter	Sponsor	Topic	Presenters email address and phone number	Point of Contact
August 16, 2018	Lee Arnold				Matt
September 20, 2018	Debbie Kerr	Filter Easy	Elections/Hoarding	hoarding. Housecleaning	Laurel
October 18, 2018	Ritchie Lipson		Inspections, legal compliance		Laurel
November 15, 2018			reputation defender		
December	Christmas Party				

Future Board Meetings:

Date	Time	Location	Food
October 4th, 2018	11:30 - 1:00	Consensys Property Management	
November 1st, 2018	11:30 - 1:00	On Time Property Management	

Clean up email list.
Card give away.
Cost of event goes up.

Meeting adjourned at 1:20

Call for candidates in June email - Rob
Instructions: Which positions are open, President Elect, Treasurer, Director at large, submit your short bio which will be distributed in July and August
More formal voting process - Laurel
In August we will have to put a write up of all the candidates -
Recruit board members - Everyone
Business Card Books - Laurel
Monthly Pamphlets - Rob Sittman
Put sponsorships on our emails
Promotional products with sponsorship information
Next meeting with a screen sharing ringcentral - Rob
Meeting adjourned at 2:09 pm

Robert Sittman
Secretary

Date

**NARPM Long Beach/Orange County Chapter
Board Meeting held November 1st, 2018**

Attending:

Sandra Feliciano, President
 Laurel Dial, President-Elect
 Robert Sittman, Secretary
 Matt Tandy, Treasurer

Absent:

Dimitri Amor, Director at Large

Meeting Called to Order at 11:45 AM

Event Date	Presenter	Sponsor	Topic	Presenters email address and phone number	Point of Contact
11/15/18	Panel of Colleagues				

Future Board Meetings:

Date	Time	Location	Food

November 28th, 2018	11:30 - 1:00	On Time Property Management	
---------------------	--------------	-----------------------------	--

Next board meeting: Dec 5, 2018 (Wednesday)

Time: 11:30 - 1:00 pm

Venue: Consensus Property Management

Title of next board meeting: How to close out 2018 with a 2019 mindset.

- Wrapping up 2018 documents and paperworks
 - 1099s from owners
 - Form 588 and 590
- Credit Cards
 - Disclose what we pay maintenance people
 - Disclose if we get cashback or points in our credit card - management fee
 - Disclose any suppressed fees
 -

Rob to send email for PMA addendums and Suggestions and the other board members can add their piece. (5 things to add to your 2019 PMA) (5 things you need to do to get ready for 2019)

No more upfront fees, but charge for lease renewals instead.

Robert Sittman
Secretary

Date

**NARPM Long Beach/Orange County Chapter
Board Meeting held December 5th, 2018**

Attending:

Laurel Dial, President-Elect
Robert Sittman, Secretary
Matt Tandy, Treasurer
Sue Roberts, Incoming Director at Large
Adam Roberts, Incoming Secretary

Absent:

Dimitri Amor, Director at Large

Meeting Called to Order at 11:45 AM

Event Date	Presenter	Sponsor	Topic	Presenters email address and phone number	Point of Contact
1/17/2019	KTS		2019 Legal Update		Jozef and Debbie
2/21/19	Panel of Restoration experts?				
3/21/19	Broker/Owner Panel?		10 Secrets from Broker/Owner		

Items of business

- 1) Approved November meeting minutes
- 2) Reviewed financial reports, bank reconciliation, and 2019 chapter budget
- 3) Approved 2019 scheduled BOD meeting times and locations
- 4) Voted and approved to have not only President and Treasurer added to bank account, but also President-elect
- 5) Decided to move forward with opening Chase Bank Account

- 6) Briefly discussed moving from quickbooks (\$20 per month) to a free accounting solution
 - a) Matt and Laurel expressed interest in a free platform whereas Rob expressed interest in continuing to use the paid service
- 7) Discussed filing taxes for 2018
- 8) Laurel volunteered to research insurance for board members
- 9) Rob proposed purchasing a travel bag to carry all Chapter equipment such as mic equipment, cords, raffle tickets, etc.
- 10) Board decided that each board meeting we would discuss financial reports as to not fall behind in getting updated on the financial state of the chapter
- 11) Jozef and Debbie should be confirmed to speak at January meeting. Who will volunteer to coordinate with them?
- 12) Discussed sending speakers and vendors a generic template that covers expectations and guidelines when participating in chapter events.
- 13) Discussed having Stan as our vendor affiliate be the one who coordinates the vendor drawings.
- 14) Laurel volunteered to prepare the agenda each month for board meetings and monthly chapter meetings
- 15) Board voted and approved to move the October meeting to the fourth week of the year as to avoid conflict with Nationals
- 16) Laurel and Sue have volunteered to coordinate the two classes our chapter will host this year.
- 17) Discussed creating a pathway to excellence for our members
- 18) Talked about creating a community instead of just hosting meetings. Part of our plan this year is to vamp up our online presence.

Next board meeting: Thursday January 3rd, 2018

Time: 11:30 - 1:00 pm

Venue: Consensus Property Management

Robert Sittman
Secretary

Date

2019 Long Beach/Orange County Board of Directors

President	Laurel Dial
President-Elect	Rob Sittman
Secretary	Adam Roberts
Treasurer	Matt Tandy
Director at Large	Sue Roberts

NARPM LONG BEACH/ORANGE COUNTY
2019 BOARD OF DIRECTORS BALLOT

Please vote for six of the following:

- | | | |
|-------------------|----------------|--------------------------|
| President-Elect | Robert Sittman | <input type="checkbox"/> |
| Treasurer | Matt Tandy | <input type="checkbox"/> |
| Secretary | Adam Roberts | <input type="checkbox"/> |
| Member at large | Sue Roberts | <input type="checkbox"/> |
| Member at large | Scott Brady | <input type="checkbox"/> |
| Vendor Liaison | Stan Dreckman | <input type="checkbox"/> |
| Write in/position | _____ | <input type="checkbox"/> |

We will count the ballots at the September meeting. Thank you for your participation!

2018 Board of Directors

We haven't yet submitted our taxes for 2018. We are working on getting 2018 reconciled and will be sending those in next week.

We will be reconciling 2019 monthly from here on.

Thanks,

Laurel Dial

Long Beach/Orange County President 2019

NARPM LONG BEACH/ORANGE COUNTY 2019 BUDGET

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Income													
Affiliate Dues	\$1,120	\$1,120	\$140	\$0	\$140	\$0	\$140	\$0	\$140	\$0	\$140	\$0	\$2,940
Meal income	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$1,175	\$14,100
Monthly sponsorship	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$3,000
Grants from National												\$500	\$500
Shared income from class 50/50	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$350	\$30	\$30	\$30	\$30	\$350
Holiday party tickets												\$1,400	\$1,400
Holiday party sponsorship												\$750	\$750
Total Budgeted Income	\$2,575	\$2,575	\$1,595	\$1,455	\$1,595	\$1,455	\$1,595	\$1,805	\$1,595	\$1,455	\$1,595	\$4,105	\$23,400
Expense													
Bank charges	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$120
BOD meetings	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$960
Paper/Printing	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$120
Miscellaneous	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$180
Eventbrite charge	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$118	\$1,410
Monthly meal charge	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$972	\$11,664
Holiday party												\$3,000	\$3,000
Taxes/licenses	\$30	\$30	\$700	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$1,030
Total	\$1,235	\$1,235	\$1,905	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$4,235	\$18,484
Total Budgeted Expense	\$1,235	\$1,235	\$1,905	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$4,235	\$18,484
Total Budgeted Income	\$2,575	\$2,575	\$1,595	\$1,455	\$1,595	\$1,455	\$1,595	\$1,805	\$1,595	\$1,455	\$1,595	\$4,105	\$23,400
Total Budgeted Expense	\$1,235	\$1,235	\$1,905	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$1,235	\$4,235	\$18,484
Net Operating Income	\$1,341	\$1,341	-\$310	\$221	\$361	\$221	\$361	\$571	\$361	\$221	\$361	-\$130	\$4,916

View by email in your language



National Association of Residential Property Managers
LONG BEACH ORANGE COUNTY

2018 EARLY BIRD PRICING ENDS ON JULY 17TH, 2018

Long Beach/Orange County NARPPM Luncheon
Lee Arnold, Benchmark Property Management

CLICK TO WATCH A SNEAK PEAK FROM THE SPEAKER

Topic: Systematizing Your PM Business

Date: Thursday, August 15th, 2018

11:30 am - 1:00 pm, come early for networking!

New Location: Clean, Jumpier Restaurant

Address: 6601 Pacific Coast Hwy, Long Beach, CA 90803

Early Bird Pricing: \$75 for members, \$35 for non-members

Early Bird Pricing Ends on July 17th, 2018 at 11:30 PM

Come to our meeting at Clean, Jumpier! We will be finalizing our annual elections ballot at our August meeting and then we will be voting on board positions in September. Please email roben@patronpm.com if you would like to submit your name for a board position or member at large position.

• Early Bird Pricing ends 36 hours prior to the start of event
Our July Meeting had over 45 attendees! We look forward to serving the needs of our Property Managers, and connecting with our Affiliates to be able to be the best in our Industry!
Wishing you a Lovely June.

Sandra Feliciano
NARPPM President 2018

2018 EARLY BIRD PRICING ENDS ON JULY 17TH, 2018





National Association of Residential Property Managers
LONG BEACH BRANCH OFFICE

Long Beach/Orange County NARPM Luncheon

Thursday, February 15, 2018

11:30 am - 1:00 pm, come early for networking!

The Crab Pot Restaurant

215 Marina Drive

Long Beach, CA 90803

(Note: NEW LOCATION)

WHAT WOULD YOU LIKE TO DO IN YOUR BUSINESS THIS YEAR?

Our February Meeting is one every Property Manager wants to attend. How many of you want to grow your business? This month's topic will get you fired up, and looking at ways to add doors to your Property Management Business.

Jason Hill of Doer Grow will share with us.

Topic: Smart Growth for Property Managers

Topic Description: How collaboration, not competition, can transform the property management industry and why we need property management businesses to prosper.

Our January Meeting had over 45 attendees, we look forward to serving the needs of our Property Managers, and connecting with our Affiliates to be able to be the Best in our Industry! Wishing you a Lovely February.

Sandra Feliciano

NARPM President 2018



1560 PLAZA DRIVE AND BLDG 200



National Association of Residential Property Managers
LONG BEACH ORANGE COUNTY

Welcome back NARPM Members and Amigos!

We all know that Laws change yearly, please join us and learn what is new for 2018!

Happy New Year, we are so excited to kick off our first meeting of the year.

Kimball, Terry & St. John, LLP has been gracious enough to provide us with our speaker. (This
Event is update us on the new laws for 2018!

We are now accepting payments through our new online system, save time and pay ahead.

Please do pick either Member or Non Member based on your status, as this is an honor system
We do encourage you to become a member, which will save you each time you attend one of our
meetings. Also, bring a friend, we are growing and would love to get the word out that we are
here to help Property Management Business Leaders get the tools they need to run their
businesses and keep up to date with the latest in our ever changing industry.
We hope you can make it!
I look forward to serving you this year.

Sandra Feliciano

NARPM Long Beach/Orange County/President 2018

Share this event on and



1560 PLAZA DRIVE AND BLDG 200

1560 PLAZA DRIVE AND BLDG 200

1560 PLAZA DRIVE AND BLDG 200



View this page in a different language



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY

Long Beach/Orange County NARPM Luncheon

Topic: Turning Your Business Into Your Vision

Date: Thursday, July 19th, 2013

11:30 am - 1:00 pm. Come early for networking!

New Location: Claim Jumper Restaurant

Address: 6501 Pacific Coast Hwy, Long Beach, CA 90803

Fair Bird Pricing: \$25 for members, \$35 for non members

Early Bird Pricing Ends on July 17th, 2013 at 11:30 PM

Please take note that we have a new location! Our meetings will now take place at Claim Jumper and not The Crab Pot

Title of Lecture: Turning Your Business Into Your Vision

Name of Speaker: Jim Sando Strategic Results Group CEO

Skills that will be discussed

- 1 Setting SMART Goals Beginning with the End in Mind
- 2 Focusing on Strength Based Management
- 3 Designing a "Plan of Action" to reach your goals
- 4 Focusing on the important vs the "Tyranny of the Urgent"
- 5 Getting Help to Achieve Results
- 6 Celebrating Successes

* Early Bird Pricing ends 36 hours prior to the start of event

Our June Meeting had over 46 attendees! We look forward to serving the needs of our Property

Managers, and connecting with our Affiliates to be able to be the best in our industry!

Wishing you a Lovely June,

Sandra Paichano

2013 NARPM National Convention



National Association of Residential Property Managers
LONG BEACH BRANCH (OCT 11)

2018-10-11 11:30 AM - 1:30 PM

Long Beach/Orange County NARPPM Luncheon

Topic: Insurance Coverage for Your Properties and Your Business

Date: Thursday, June 21st, 2018

11:30 am - 1:30 pm, come early for networking.

Now Location: Claim Jumper Restaurant

Address: 5501 Pacific Coast Hwy, Long Beach, CA 90805

Early Bird Pricing: \$25 for members, \$35 for non-members

Early Bird Pricing Ends on June 19th, 2018 at 11:30 PM

Please take note that we have a new location! Our meetings will now take place at Claim Jumper and not The Crab Pot

Name of Speaker: Eric Lendhan

Business Name: The Eric Lendhan Agency of State Farm

Topic: New Insurance Requirements for Apartment Buildings - Why do I need to require each tenant to have a Renters Policy?

Experience & Background: In May, Eric's State Farm Office was awarded the "Best Insurance Agency" in Seal Beach by the community and local businesses for the 4th straight year.

Our May Meeting had over 30 attendees, we look forward to serving the needs of our Property

Managers, and connecting with our Attorneys to be able to be the best in our industry!

Wishing you a Lovely June!

Sandra Felicino

NARPPM President 2018



Web Note: 10/18/2018



National Association of Residential Property Managers
CONC. BLACK ORANGE COUNTY

MEMBER ONLY: NARPM/2018

NARPM Long Beach/Orange County Chapter

Presents

Ritchie Lipson, Esq. | Senior Counsel | Kasdon Lippsmith Weber Turner LLP

Topic: "The New Balcony Inspection Bill-Everything You Need to Know!"

Thursday, October 18th, 2018
11:30 am - 1:00 pm

Chair Jumper: 6501 Pacific Coast Hwy, Long Beach, CA 90803

Lunch is provided with ticket purchase

Early Bird Pricing: \$26 for members, \$36 for non-members

* Early Bird Pricing ends 30 days prior to the start of the event

Wishing you a Lovely October!

Sandra Feliciano
NARPM President 2018

Event Details: 10/18/2018 11:30 AM - 1:00 PM



View this event on the NARPM website

For more information, please contact: info@narpm.org



View PDF Report and Report



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY

2018 PROPERTY SURVEYS REPORT AND REPORT

Long Beach/Orange County NARPM Luncheon

Topic: Intro to Property Maintenance Part 2

Date: Thursday, May 17th, 2018

11:30 am - 1:00 pm, come early for networking!

Location: The Crab Pot Restaurant

Address: 215 Marina Drive Long Beach, CA 90803

Early Bird Pricing: \$25 for members, \$35 for non-members

Early Bird Pricing Ends on May 15th, 2018 at 11:30 PM

Maintenance and Property Management, one can not exist without the other:

For Mike Alvarez from Buffalo Maintenance will lead a discussion on:

- Turn periodic property surveys into data to take Easy tips for prompt reliable service from both the Management company & Maintenance team
- Better communication with residents and how to send maintenance surveys
- How better maintenance leads to happier tenants and less turnover

Our April Meeting had over 30 attendees, we look forward to serving the needs of our Property

Managers, and connecting with our Affiliates to be able to be the best in our industry!

Wishing you a Lovely May,

Sandra Feliciano

NARPM President 2018





National Association of Residential Property Managers
LONG BEACH ORANGE COUNTY

NARPM Long Beach Orange County Chapter Presents

"How to Close out 2018 With a 2019 Mindset"

-Clauses to Add to Your Property Management Agreement
-How to Maximize Vendor Discounts, Credit Card perks, and Bank Analysis Fees
-Which IRS Forms You Must Get From All Property Owners (Forms 569 and 590)

Date: Thursday November 15th 2018
11:30 am - 1:00 pm come early for networking!
Location: Claim Jumpet Restaurant
Address: 6501 Pacific Coast Hwy Long Beach CA 90803

Early Bird Pricing \$25 for members \$35 for non-members
Early Bird Pricing Ends on November 14th 2018 at 11:30 PM

Wishing you a Lovely November!
Sandra Folincenc
NARPM President 2018

JOIN US FOR AN Unforgettable Penthouse Holiday Party!

NARPM Long Beach Orange County Chapter

ELEVATE ALL THE WAY UP TO THE TOP FLOOR, WHERE THE VIEWS OF THE CITY ARE BREATHTAKING. LET'S CELEBRATE ANOTHER GREAT YEAR OF NARPM, SOCIALIZE WITH YOUR COLLEAGUES AND VENDORS AND ENJOY THE HOLIDAYS BEFORE THE HUSTLE BUSTLE BEGINS. WE WILL HAVE A LOVELY SPREAD OF DELICIOUSLY STUFFED BACON wrapped jalapenos, mouthwatering mac n' cheese poppers, and scrumptious battered popcorn shrimp. In addition wings, sliders, pizza AND SALAD

- Each guest will receive a drink ticket for an alcoholic beverage
- Cocktails, beer, and wine will be available for purchase
- All family members, colleagues, clients, co-workers, friends, and neighbors are ENCOURAGED TO ATTEND THE MORE THE MERRIER!
- WE HAVE A PRIVATE ROOM ALMOST HALF OF THE TOP FLOOR IS



National Association of Residential Property Managers

LONG BEACH ORANGE COUNTY

Orange County Chapter

Long Beach/Orange County NARPPM Presents Guest Speaker

Debbie Kerr

Topic: Hoarding
1) Unanticipated costs of cleaning up after hoarders

2) What to do when you have a hoarder

3) How to prevent hoarding

Date: Thursday, September 20th, 2018

11:30 am - 1:00 pm. come early for networking!

Location: Claim Jumper Restaurant

Address: 6501 Pacific Coast Hwy, Long Beach, CA 90803

Early Bird Pricing: \$26 for members, \$36 for non-members

Early Bird Pricing Ends on September 18th, 2018 at 11:30 PM

We will be holding our 2018 Chapter Officers' YOU MAY VOTE in the election if you are a member of NARPPM in good standing

• Early Bird Pricing ends 35 hours prior to the start of event

Our August Meeting had close to 50 attendees! We look forward to serving the needs of our Property Managers, and connecting with our Affiliates to be able to be the Best in our Industry!
Wishing you a Lovely June.

Sandra Feliciano

NARPPM President 2018

Orange County Chapter



2/8/18

NARPM Long Beach Board Meeting

Meeting called to order at 11:48 am

Attendance:

Sandra Feliciano

Laurel Dial

Ramer Spurr

Dimitri Amor

Rob Sittman

Matt Tandy

- Talked about corporate technicalities. We need to approve the meetings of each board meeting. Secretary needs to sign the approved meeting minutes.
- Talked about who has voting rights. We were asking if members at large had voting rights or if only the President, President-elect, Treasurer, and Secretary could vote.
- Board Approves December Board Meeting Minutes. Sandra first and Matt second
- Talking about board member sign up on Eventbrite
- We should have monthly cash flow statements
- Farmers and merchants bank, we need to get bank account switched over to new board members
- Cancellation policy. Attendees can cancel up to 48 hours in advance of the event.
- Use promo code to get free lunch
- Are we doing the \$30/\$40 at the door. Yes, we have decided to do \$30/\$40 at the door.
- Discussion: We need to make sure all of our different software platforms are integrated.
- Who should have access to view and edit
- Why don't we use Eventbrite for sending emails?
- Presale and cancellation will end on Tuesday
- Matt will give blurb about one year membership at next meeting
- Laurel wants to talk about affiliate packages
- Rob Dimitri and Matt will bring MacBooks and handle Eventbrite checkin
- We discussed assigning someone to be a vendor coordinator
- We need to create silver gold and platinum package for vendors
- Education class will be on June 28th
- Discussed creating a monthly flyer

- Let's push chapter attendance at national conference
- Let's reach out to a president and notify them of education class
- Email Sandra what we are going to talk about at next meeting
- Let's come up with a plan for vendor sponsorships (Who is going to lead this effort?)
- Let's have Matt Tandy organize vendors
- Are we planning on bringing back Frankie for April
- Matt will market the speakers. We need to make sure we are properly marketing our events so that we continue to increase interest in the meetings.
- We are looking for vendor sponsorships for our class
- Let's move to monthly meetings instead of bi monthly meetings
- Let's meet in 7 weeks on March 28th at laurels office at 1380 s Anaheim blvd
Anaheim ca
- Meeting end at 1:18 pm

Robert Sittman
Secretary

Date

NARPM Long Beach Board Meeting Minutes

Date:4/4/18

Location: Consensys Property Management Office Building

Attendees:

- 1) Sandra Felician - President
- 2) Laurel Dial - President-Elect
- 3) Robert Sittman - Secretary
- 4) Matt Tandy - Treasurer

Meeting start time: 12:23 pm

1. Accounting
 - a. Don't have a treasurer's report. Matt will reconcile Jan - Mar 2018
 - b. Let's give president and treasurer access to Quickbooks Online Account
 - c. Rest of Board will have view access to Quickbooks Online Account
 - d. We do not know the Username and password for QBO account
 - e. Sandra will ask Ramer for login info
 - f. In May the board will approve financials
2. Board Meeting Time and Place:
 - a. Let's have meetings once per month. Board motioned to hold meetings on the 4th Wednesday of every month. It sounds like Consensys Property Management is a good location for everybody.
3. Marketing of Monthly Meeting
 - a. Rob Sittman will volunteer to set up Eventbrite each month and write description.
 - b. Rob Sittman will send email out prospective attendees 3 weeks out 2 weeks out and 1 week out and 48 hours before
 - c. We need to have our logo on our invitations
 - d. Let's keep using mailchimp but let's test using eventbrite
 - e. Mailchimp is a stronger tool promotional purposes
 - f. Sandra needs to get Login for mailchimp to give to Rob
4. Speakers
 - a. April: NARPM Broker/Owner Conference Attendee Panel
 - i. Ask Scott Brady and John Rennie to be on panel
 - ii. What will our Questions for narpm panel be:
 1. What did you learn about organization strategies
 2. What new tech features are available in property management
 3. What value added services can you teach us about?
 4. Which digital marketing strategies are you planning on implementing?
 - b. May: Frankie
 - c. June: Laurel's Attorney contact give a presentation
 - d. July: Organizational leadership topic - let's do Jim Sando
 - e. August: Lee Arnold combing in August streamlining productivity
 - i. Matt will arrange lee Arnold
 - f. Send out follow up email from speakers each month to members

- i. Board wants to focus on creating value to our speakers
- 5. Monthly Meeting Location and Concerns
 - a. Laurel will help find a new room for monthly meetings
 - b. Let's move to a buffet lunch with a private room
 - c. May will be our last meeting at the crab pot
- 6. General:
 - a. Lets make sure to promote our Education class
 - b. Let's make a commitment to stay up on ethics training and Rmp designations
 - c. Matt will arrange and spearhead vendor relationships
 - i. Matt will bring three proposals regarding vendor promotions for us to vote on next month.
 - d. Send out surveys
 - e. Exemplar Signs and Graphics, Doug Atkins, and servepro sponsored our Christmas party.

Robert Sittman
Secretary

Date