

Sample Meeting Topics/Sources

Affiliates offering education

Insurance Agents

Property/liability coverages

- Dwelling coverage (condo vs. homeowner policies)

- Landlord policy

- Renters insurance

- Retirement accounts (IRAs, SEPs, 401Ks)

Business coverages

- Property

- Liability

- Umbrella policies

Claims (ask them to bring an adjuster)

- Making a claim

- Evidence needed for contents loss

- Evaluating if you should make a claim

- National database tracking claims

Flooring Companies

- Differences between carpet materials and grades

- How important is the pad weight?

- Additive treatments (Scotchguard, etc.)

Restoration Companies

Carpet Cleaners

- Differences between methods (chem dry, steam, etc.)

- What stains can be removed?

Internet providers

- Advertising companies (newspapers, internet, etc.)

Graphic Designers

Painters

- Differences between paint manufacturers

- Differences between paint grades and cost

- Application styles (brush, spray, pad)

Handymen

- Building codes and permits

- Preventative maintenance

- Planning for capital projects

- Upgrading energy efficiency

Heating/Ventilation/Air Conditioning Contractors

- Programming a thermostat

- What is a BTU?

- Advantages/Disadvantages of heating types

Lawn Maintenance

- Advantages/Disadvantages of different grasses

- Irrigation needed for your area
- Turf management
- Shrub pruning – what to prune and when

Banks

- ACH
- Lockboxes
- Courier Service

Computer Technicians

- Internet firewalls
- Remote access to your office computer
- Voice-over IP
- Backups
- Virus detection/protection
- Spyware

Governmental Agencies

- State Real Estate Commission
 - Enforcement Section
 - Auditing Section
 - Education Section

- County Health Department – habitability

- Housing Authority – Section 8

- Municipal Building Office – code requirements/building permits

Police

- Crime prevention
- Identity theft

Fire

- Fire prevention
- Emergency plans

Local Experts

Attorney

- Landlord/Tenant law
- Business entities
- Asset protection
- Preparing for court

Certified Public Accountants

- Tax strategies for your business
- Real estate investment accounting/rules

Financial Advisors

- Retirement planning
- Available investments
- Self-directed IRAs

- University professors – a myriad of possible topics

- Human resource professionals

- Staff motivation and compensation
- Hiring techniques
- Property tax negotiator
- Collection techniques
- Economic trends (national & local)

Other Topics

- Measuring success in your business
- Property management/maintenance plans
- Stress management
- Time management
- Conflict resolution
- Personal styles
- Tenant selection criteria
- Investing in real estate
- Policy and procedures manuals
- Accounting do's and don't's
- Rent controls and landlord licensing
- Running a maintenance company
- Owner newsletters
- Experiences of chapter members
 - Surviving a catastrophe
 - Suicide/murder in a property
 - Meth lab in a property
 - Fire in a property
 - Surviving a complaint against your license
 - Court experiences
 - Policies and procedures

Other events

- Games
 - Fair Housing Jeopardy
 - Mock trials (team competition for small groups using actual conflicts)
 - Liability Wheel of Misfortune
 - Property Management Pictionary
- Affiliate/Vendor Fair
- Social Event (tip: having some sort of structured activity gets people talking)
- Owner or tenant panels

NARPM Resources

- NARPM board members
- NARPM speakers bureau
 - Download list from the NARPM web site
- NARPM membership team
 - Chapter grants – work with your mentor

Certification classes

Ethics

RMP classes

MPM classes

CSS classes