

User: narpmswfl@gmail.com

## 2016 Chapter Compliance

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

Chapter: SOUTHWEST FLORIDA

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

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

Bylaws Upload

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

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

4. Upload a copy of your current year budget: Southwest Florida Chapter of NARPM Budget 2016.pdf

5. List number of membership meetings: 4

Flier Upload Flyer 04192016.pdf

Flier Upload Flyer final 05172016.pdf

Flier Upload Flyer 08182016.pdf

Flier Upload 120616\_Florida.pdf

Flier Upload

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6. List number of board meetings: 5

Copy of Minutes SWFL CHAPTER OF NARPM Minutes 022316.pdf

Copy of Minutes SWFL CHAPTER OF NARPM Minutes 041816.pdf

Copy of Minutes SWFL CHAPTER OF NARPM Minutes 092016.pdf

Copy of Minutes SWFL CHAPTER OF NARPM Minutes 092016.pdf

Copy of Minutes SWFL CHAPTER OF NARPM Minutes 101116.pdf

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7. Does your chapter charge dues? No

8. If yes, how much are the dues?

9. If yes, are meals at meetings included? No

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

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



## National Association of Residential Property Managers

### 2016 Chapter Excellence Award Application

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

Chapter Number and Name: C091 Southwest Florida Chapter of NARPM

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

Number of chapter members at time of Application (excluding affiliates): 38

Total Points from Application:

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

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

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

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

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

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

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

## Notes to All Applicants:

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

## Application Questions:

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

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

Professional Members:

38

Associate Members:	5
Support Staff Members:	0
Life Members:	0
Combined Total Number of Members:	43

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

Members List Upload chapterroster022817.pdf

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

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

Total Points:	3
Number of New Members added to Chapter:	6
New Member Growth:	3=15-19%
New Members Upload	New Members in 2016.pdf

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

Total Points:	3
Membership Retention:	3
Membership Retention Upload	

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

Total Points:	5
Affiliate Members:	5
Affiliate Members Upload	SWFL Chapter of NARPM Affiliate List-2016.pdf

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

Total Points:

Mentored Chapter Name:

Leader of Mentored Chapter:

Type of Mentored Chapter:

Mentored Chapter Name:

Leader of Mentored Chapter:

Type of Mentored Chapter:

Chapter Mentored Upload

Chapter Mentored Upload

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

Total Points:

Number of Community Service  
Projects Provided:

Evidence of Community Service  
Upload

Evidence of Community Service  
Upload

Evidence of Community Service  
Upload

7. **One (1) point** for each member who participated in the New Member Recruitment program during the application year. Obtain list from the website and highlight their name(s)

(<http://www.narpm.org/members/tools/chapter-services/compliancechapter-excellence-awards/>) Five (5) points available.

Total Points:

Number of Participating Members:

Participating Members Upload

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

Total Points:

Percentage of Members in Attendance:

Membership Attendance

Membership Attendance

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

Total Points: 5

Percentage of Members in Attendance: 5=20-24%

Member Attendance Upload Florida State Covention 2016 list.pdf

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

Member Attendance Upload

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

Total Points:

Number of Grants Applied for and Used:

Evidence of Grant Upload

Evidence of Grant Upload

Evidence of Grant Upload

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

Total Points:

Percentage of New Members

Mentored:

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

Mentor Program Checklist

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

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

Total Points:

Number of Chapter-Sponsored  
Educational Course(s):

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

Course Flyer Upload

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

Total Points:

Number of Chapter-Sponsored  
Educational Course(s):



Chapter-Sponsored Educational  
Course Upload

Chapter-Sponsored Educational  
Course Upload

Chapter-Sponsored Educational  
Course Upload

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Chapter-Sponsored Educational  
Course Upload

Chapter-Sponsored Educational  
Course Upload

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

Total Points: 3

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

Applicable Flyer/ Other Demonstrative Information Upload 120616\_Florida.pdf

Applicable Flyer/ Other Demonstrative Information Upload

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

Total Points: 3

Number of Regular Membership Meetings that Discussed NARPM Code of Ethics:	3
Copy of Meeting Agenda Upload	SWFL Chapter Meeting 04192016.pdf
Copy of Meeting Agenda Upload	SWFL Chapter Meeting 05172016.pdf
Copy of Meeting Agenda Upload	SWFL Chapter Meeting 08182016.pdf
Copy of Meeting Agenda Upload	
Copy of Meeting Agenda Upload	
Copy of Meeting Agenda Upload	

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

Total Points:	1
Percentage of Candidates as of December 31:	1=1-7%
RMP MPM Designations Upload	List of candidates.pdf

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

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

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

Total Points:	2
Percentage of Members with RMP/ MPM Designations:	2=1-14%

Member List with RMP/ MPM List of candidates.pdf  
Designations Upload

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

Total Points: 2

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

Member Companies who hold CRMC Designation Upload Copy of List of CRMC and CRMC Candidates.xlsx

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

Total Points:

Percentage of Members holding certifications as of December 31:

List of CSS, CMC, CRMB Certified Members Upload

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

Total Points:

Percentage of Candidates as of December 31:

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

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

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

Total Points:

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

Name of Event

Date of Event

Copy of Applicable Flyer/ Other  
Demonstrative Information

Name of Event

Date of Event

Copy of Applicable Flyer/ Other  
Demonstrative Information

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

Total Points:

Number of Newsletters:

Newsletter Upload

Newsletter Upload

Newsletter Upload

Newsletter Upload

Newsletter Upload

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Newsletter Upload

Newsletter Upload

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

Total Points:

Number of Marketing Efforts:

Program Outreach Upload

Program Outreach Upload

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

Total Points:

Membership Committee:

Membership Committee Upload

Education/Designation

Committee:

Education/Designation Committee

Upload

Legislative/Governmental Affairs

Committee:

Legislative/Governmental Affairs

Committee Upload

Meeting/Program Committee:

Meeting/Program Committee

Upload

Community Service Committee:

Community Service Committee

Upload

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

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

Total Points:

Number of Efforts to Pass or  
Defeat a Legislative Issues:

Copy of Issue/ Other  
Documentation Upload

Copy of Issue/ Other  
Documentation Upload

Copy of Issue/ Other

## Documentation Upload

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

Total Points:	4
Percentage of Members who Contribute at Least \$25 to the NARPM PAC	4=16-20%
List of Contributors Upload	Copy of 2016 NARPM PAC Contributions.xlsx

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

Total Points:	
Hosted or Participated in NARPM State Day on the Hill:	
Flyer/ Information Promoting the Event Upload	

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

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

Total Points:	6
Percentage of Members Volunteering:	2=15-19%
List of Volunteers Upload	List of Volunteers for 2016.pdf

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

Total Points:	1
Percentage of Members in Attendance:	1=1-8%
Attendee List Upload	Copy of 2017 Chapter Leader Training Session.xlsx

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

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

Continuity in leadership is especially important for a small chapter to exist, let alone grow. We brought additional members and affiliates onto committees and oriented them towards the end of 2016 for a great 2017 year.

Total Points from Application:

38

Form Completed By:

Michael McVety

Chapter Title:

Past-President!

Phone Number:

239-939-1233

E-mail Address:

mike@realtyservicespm.com

Form 990-N

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury  
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2016

Open to Public Inspection

A For the 2016 Calendar year, or tax year beginning 2016-01-01 and ending 2016-12-31

B Check if available

- Terminated for Business
- Gross receipts are normally \$50,000 or less

C Name of Organization: SOUTHWEST CHAPTER OF THE  
NATIONAL ASSOCIATION OF RESIDENTIAL PROPERT  
2525 Parkway St, Fort Myers,  
FL, US, 33901

D Employee Identification  
Number 47-0965000

E Website:

F Name of Principal Officer: Sean Kelly  
2726 Oak Ridge Court, Fort  
Myers, FL, US, 33901

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. 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 the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the 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 estimated average times 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 paper. You must file your Form 990-N (e-Postcard) electronically.



Southwest Florida Chapter of NARPM Budget – 2016

Income:	
Professional/Support Membership Fees	\$0
Affiliate Membership & Sponsorship Fees (\$100- 20 aff/ \$300-4 events)	\$1000
Meeting Fees (\$10 additional non-member)	\$100
50/50 Raffle (5 meetings)	\$50
Continuing Education Fees	\$0
Chapter Grant	\$0
Other: Lunch (paid by members)	2400
Other:	
Other:	



SWFL CHAPTER OF NARPM

Board Minutes for February 23, 2016

Sasse's Restaurant

1. The following board members were present:

President: Michael McVety

President-Elect: Sean Kelly

Treasurer: Darlene Simons

Education: Mike Pierce is coming in April to Tertini's to do a luncheon on Service Animals and ADA; Erci Wetherington is coming in May to do another luncheon.

Membership Chair: DD Gonzalez

Communication Chair: Dan Boucinha

Absent: Michael Land, Joan Mederios

2. January minutes accepted.

3. Treasurer's report: 3 affiliates are now members; 1 is new. A possibility of up to 4 more joining. Treasurer will send a second email to follow up.

4. Education: Mike Pierce is coming in April to Tertini's to do a luncheon on Service Animals and ADA; Erci Wetherington is coming in May to do another luncheon.

5. Membership: DD and Darlene will call new members and call members that are not yet renewed.

6. Communications: Dan is looking to start a CSV file for our membership so that we can build a mailing database.

Old Business: President is to be reimbursed for paying for his air travel for the Leadership conference in November (\$200).

Meeting was adjourned.

Respectfully submitted by Michael McVety

SWFL CHAPTER OF NARPM  
Board Minutes for April 18, 2016  
Tertini's Restaurant

1. The following board members were present:

President: Michael McVety

President-Elect: Sean Kelly

Treasurer: Darlene Simons

Secretary: Mike Land

Membership Chair: DD Gonzalez

Communication Chair: Dan Boucinha

Absent: Joan Mederios

After the luncheon, the board went over the changes to the Southwest Florida Chapter of NARPM by laws to comply with NARPM's by-laws. The changes were discussed and the new by-laws were unanimously approved.

Michael McVety to send off the new by-laws to NARPM HQ as soon as possible.

Meeting was adjourned.

Respectfully submitted by Michael McVety

SWFL CHAPTER OF NARPM  
Board Minutes for September 20, 2016  
Sasse's Restaurant

1. The following board members were present:

President: Michael McVety

President-Elect: Sean Kelly

Treasurer: Darlene Simons

Secretary: Mike Land

Membership Chair: DD Gonzalez

Communication Chair: Dan Boucinha

Absent: Joan Mederios

2. June minutes accepted.

3. Treasurer's report: We received and deposited a NARPM retention bonus check of \$290.

4. Education: Michael McVety will work on getting an Ethics class together before the end of the year.

5. Membership: DD is working on trying to get 2 more affiliates.

6. There was a discussion of how affiliates have to be paid members to be able to attend and sponsor events on a regular basis. A non-affiliate could always come once to see the Chapter meeting before joining. While wanting to build our numbers for the chapter, there was a discussion as well about pricing for Non-NARPM members for 2017 depending on the event (social versus all day seminar for instance).

7. Michael will begin working on the slate of officers for next year and present it at the next meeting.

Meeting was adjourned.

Respectfully submitted by Michael McVety

SWFL CHAPTER OF NARPM  
Board Minutes for September 20, 2016  
Sasse's Restaurant

1. The following board members were present:

President: Michael McVety

President-Elect: Sean Kelly

Treasurer: Darlene Simons

Secretary: Mike Land

Membership Chair: DD Gonzalez

Communication Chair: Dan Boucinha

Absent: Joan Mederios

2. June minutes accepted.

3. Treasurer's report: We received and deposited a NARPM retention bonus check of \$290.

4. Education: Michael McVety will work on getting an Ethics class together before the end of the year.

5. Membership: DD is working on trying to get 2 more affiliates.

6. There was a discussion of how affiliates have to be paid members to be able to attend and sponsor events on a regular basis. A non-affiliate could always come once to see the Chapter meeting before joining. While wanting to build our numbers for the chapter, there was a discussion as well about pricing for Non-NARPM members for 2017 depending on the event (social versus all day seminar for instance).

7. Michael will begin working on the slate of officers for next year and present it at the next meeting.

Meeting was adjourned.

Respectfully submitted by Michael McVety

SWFL CHAPTER OF NARPM  
Board Minutes for October 11, 2016  
Sasse's Restaurant

1. The following board members were present:

President: Michael McVety

President-Elect: Sean Kelly

Treasurer: Darlene Simons

Membership Chair: DD Gonzalez

Communication Chair: Dan Boucinha

Absent: Michael Land, Joan Mederios

Also present: Kevin Page, JJ Jones, Olivia Kollar, Jennifer LaFlamme, Pares Danesh and Michael Sealie.

2. June minutes accepted.

3. Treasurer's report: Our bank balance is \$1921.35.

4. Education: Michael confirmed that Fred Thompson will be doing the Ethics class for the Chapter on December 6<sup>th</sup> at the Royal Palm Coast Realtors location in Fort Myers.

5. Membership: A lot of discussion over the great time members had in August as well as a desire to do something similar in 2017 instead of just luncheons.

6. Communications: Discussion on texting members was postponed since phone calls were so successful.

Michael proposed the following slate of officers as well as committee heads after discussing the main duties of each position. Please see attached sheet.

Meeting was adjourned.

Respectfully submitted by Michael McVety