



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Milltown

New Braunfels, TX 78130

Date: 9-27-18

Time: 1:00 PM

Roll Call:

Marie Gabriel

Tom Cummins

Chantel Born

Katy Scruton

Brandi Hunter

Treasure Report: See attached.

Committee Report:

Educational Report: October speaker will be Chester Jenke- New Braunfels Economic Development Director.

VP Report:

Secretary Report:

New Business: Marie sent out an email to membership asking for nominations and received no responses. Board nominated the following: Katy Scruton- President, Brandi Hunter- President Elect, Secretary- Chantel Born, and Treasurer- Tom Cummins. Marie sent out an email to membership with the recommendations for final vote and received no responses. A motion was made to accept the slated nominations and close the online voting. Motion approved.

Goals:

Adjourn: 1:43 pm



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

MOD Pizza
New Braunfels, TX 78130

Date: 12/11/18
Call to order: 12:20

Roll Call:
Marie Gabriel, Tom Cummins, Chantel Born, Katy Scruton, Brandy Hunter

Treasure Report: 2019 Budget is in the works.

Committee Report: Brandy will help with the marketing.

Educational Report: Jan: Pete "Increasing Bottom Line", Feb: Justin Meadows "Renter's Insurance", March: TAR Attorney "Contracts", August: "Catastrophe", September: Round Table "What's Your Problem", October: "Legislative Update". These are the topic and speakers Marie is trying to in up for the year. Brandi mentioned having another broker panel which then discussed about maybe doing a round table instead. Another possible subject Marie brought up was Multiple Income Streams.

June 22 for Education class: NARPM 101

VP Report: Income VP Brandi is starting to collect the needed items to submit for chapter excellence. She asked for copies of the meeting notes and meeting flyers to be emailed to her.

Secretary Report:

Unfinished Business: Vote for meeting changed confirmed: Jan-Mar & Aug-Oct. Social during the summer and in December.

New Business: Marie will contact Alexis about sponsors/affiliate. Marie and Tom will work on changing the venue to Milltown and cancel the Conservation Center.

Discussion:

Goals: For the new year meetings should start at 11am. Ice Break/games to start the meeting. Leadership will continue to meet before meeting and in April, June and maybe July.

Adjourn: 1:31pm



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Adjourn: 1:43 pm

NARPM - Texas Hill Country Chapter C070
BUDGET
For year ending December 2019

Revenue:

Member Dues	\$1,700.00
Affiliate Dues	\$1,200.00
Affiliate Advertising	\$1,000.00
National Grants	\$250.00
Other Income	\$600.00
Net Sales	\$4,750.00

Expenses:

Advertising	\$0.00
Bad Debts	\$0.00
Bank Charges	\$120.00
Committee Expenses	\$200.00
Credit Card Fees - Square	\$200.00
Education Expense	\$500.00
Installation Event	\$200.00
Leadership Training - TRLP	\$750.00
Luncheon Expenses	\$1,300.00
Membership Drive Events	\$0.00
Miscellaneous	\$0.00
Office Supplies Expenses	\$50.00
Postage/Delivery	\$100.00
Professional Fees	\$0.00
Travel Expense	\$1,500.00
Total Expenses	\$4,920.00

Net Operating Income -\$170.00

Other Income:

Gain (Loss) on Sale of Assets	\$0.00
Interest Income	\$0.00
Total Other Income	\$0.00

Net Income (Loss) **-\$170.00**

NARPM - Texas Hill Country Chapter C068
Income Statement
Ending December 31, 2018

2017 : Beginning Balance		3542.39
Revenue:		
Member Dues		\$1,482.65
Affiliate Dues		\$559.55
Affiliate Advertising		\$0.00
Other Income		\$1,496.78
Net Sales		\$3,538.98
 Expenses:		
Advertising	\$0.00	
Bad Debts	\$0.00	
Bank Charges	\$0.00	
Charitable Contributions		
Contract Labor	\$0.00	
Credit Card Fees - Square	\$0.00	
Delivery Expenses	\$0.00	
Dues and Subscriptions	\$0.00	
Education Expense	\$0.00	
Interest	\$0.00	
Luncheon Expenses	\$730.98	
Miscellaneous	\$14.20	
Office Expenses	\$0.00	
Operating Supplies	\$0.00	
Permits and Licenses	\$0.00	
PO Box Rental	\$0.00	
Postage	\$100.00	
Professional Fees	\$495.00	
Rent	\$700.00	
Telephone	\$0.00	
Travel	\$2,329.67	
Utilities	\$0.00	
Vehicle Expenses	\$0.00	
Total Expenses		\$4,369.85
 Net Operating Income		-\$830.87
 Other Income:		
National Grants	\$0.00	
Interest Income	\$0.00	
Total Other Income		\$0.00
 Net Income (Loss)		\$2,711.52



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

April 26th from 11am-1pm

Join us for lunch, networking and education.

Topic: Broker Panel Q & A



Adona Lowery, Bart Sturzl, Tracy Norris

Lunch Advertiser: Mark Brandt, Filter Easy

**Location: New Braunfels Conservation Center
1300 Church Hill Dr, New Braunfels, TX 78130**

Guest: Lunch cost \$20, guest can attend up to 2 meetings.

**We ask that you please RSVP for an accurate head count for
lunch. HillCountryNARPM@gmail.com**

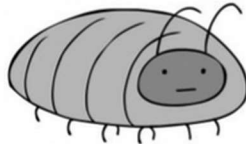


National Association of Residential Property Managers
TEXAS HILL COUNTRY CHAPTER

June 28th from 11am-1pm

Join us for lunch, networking and education.

BUGS



Speaker: Tim with May Day Pest Control

Topic: Fleas and general pest problems

Lunch Advertiser: Bondoc Roofing

Location: New Braunfels Conservation Center
1300 Church Hill Dr, New Braunfels, TX 78130

Guest: Lunch cost \$20, guest can attend up to 2 meetings.

2018/2019 Local Chapter NARPM dues now due!

**We ask that you please RSVP for an accurate head count for
lunch. HillCountryNARPM@gmail.com**



National Association of Residential Property Managers

May 17, 2018 from 11pm-2pm



**Join us for Lunch in the park and
networking!**



Location: Fischer Park

1935 Hilltop Summit Road New Braunfels, TX 78130



National Association of Residential Property Managers
TEXAS HILL COUNTRY CHAPTER

October 25th from 11am-1pm

Join us for lunch, networking and education.



**Speaker: Chester Jenke, Economic Development with
New Braunfels EDC**

Topic: New Braunfels Growth and Development

**Location: New Braunfels Conservation Center
1300 Church Hill Dr, New Braunfels, TX 78130**

Guest: Lunch cost \$20, guest can attend up to 2 meetings.

**We ask that you please RSVP for an accurate head count for
lunch. HillCountryNARPM@gmail.com**



National Association of Residential Property Managers

TEXAS HILL COUNTRY CHAPTER

August 23rd from 11am-1pm

Join us for lunch, networking and education.



Speaker: Tim with May Day Pest Control

Topic: Don't Let The Bed Bugs Bite

Sponser: MyWalkThru

Location: The Crystal Venue 540 Porter Street, New Braunfels

Free Lunch and 2 Hour CE for San Antonio, Austin and TX Hill Country NARPM Members. All others \$20 at the door.

RSVP to hillcountrynarpm@gmail.com

We ask that you please RSVP for an accurate head count for lunch. HillCountryNARPM@gmail.com



National Association of Residential Property Managers
TEXAS HILL COUNTRY CHAPTER

February 22nd from 11am-1pm

Join us for lunch, networking and education.



Rober Brown, Attorney will be our speaker
Topic: The ABC's of Emotional Support Animals and
Notice to Vacate

Location: New Braunfels Conservation Center
1300 Church Hill Dr, New Braunfels, TX 78130

Guest/Non-Members: Lunch cost \$15, guest can attend up to
2 meetings a year.

**We ask that you please RSVP for an accurate head count for
lunch. HillCountryNARPM@gmail.com**



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

New Braunfels Conservation Center
New Braunfels, TX 78130

Date: April 26, 2018

Time: 9:42

Roll Call:

Marie Gabriel, Tom Cummins, Chantel Born, Katy Scruton, Sara Ward, Brandi Hunter

Treasure Report: \$5129.52 See attached report. Tom to make invoices for membership dues.

Committee Report:

Educational Report: Tom to help Brandi get HUD to come speak at a meeting. June will be a CPA. Tom and Brandi will work together on the CPA. Tim with MayDay Pest to teach class in August.

VP Report: Katy did RVP call.

Secretary Report:

Unfinished Business: NARPM Hill Country Invites: List: See attached. Marie and Jacob to do Seguin. Tom to write letter to invite people to NARPM. LCP to mail letters by May 11th. Then post cards to go out by May 25th, The next in person by June 15th with invite to lunch.

New Business: NARPM to start sponsoring PM classes at the board.

Discussion:

Social: Pavilion B. Hamburgers, hot dogs, lettuce, tomato, ketchup, chips, dip, potato salad, drinks.

Goals:

Adjourn: 10:43



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Newks

New Braunfels, TX 78130

Date: 5/24/18

Time: 1:15pm

Roll Call:

Marie Gabriel Tom Cummins Chantel Born Katy Scruton Jacob McGinnis

Treasure Report: \$2,367.03

Committee Report: Minutes approved for 4/26/18.

Educational Report: Tim with Mayday Pest, Bed Bugs, for June meeting. CPA for August meeting

VP Report:

Secretary Report: Bondoc is lunch sponsor for June.

Unfinished Business:

New Business: NARPM will pay for MCE credit for those who attend Bed Bug class.

Discussion: Recruiting: letters went out. Post cards next. Physically visit each company. Start writing news for News Source. Everyone to submit ideas. (Do you know what your agents are doing?)

Goals: 2:30pm

Adjourn:



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Smokey Mo's
New Braunfels, TX 78130

Date: 7/26/18

Time: 1:15pm

Roll Call:

Marie Gabriel Tom Cummins Chantel Born Katy Scruton (via phone) Sara Ward

Treasure Report: See attached.

Committee Report:

Educational Report: September 6th designation class.

VP Report: San Antonio & our chapter to hold a joint meeting on bed bugs.

Secretary Report:

Unfinished Business: We need more to register for education class.

New Business: Motion passed to change meeting to Jan-Mar. Sept-Nov. April and December Socials.

Next Year: Katy will be president. Sara will be VP. Chantel will be treasure. Roby will be secretary. Marie will be past president. Tom- Political Affairs. Melanie- education? Brandi-membership? PPI-social media?

Discussion: SA Chapter to pay for lunch for each member. SA Chapter to split cost of room to rent. Look for event room. RSVP's due by August 17th.

Goals:

Adjourn: 2:15pm



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Milltown

New Braunfels, TX 78130

Date: 8-23-18

Time: 9:52 am

Roll Call:

Marie Gabriel

Tom Cummins

Chantel Born

Katy Scruton

Brandi Hunter

James Alderson

Treasure Report: See attached.

Committee Report:

Educational Report: Need a speaker for October meeting. James can teach out sourcing. Tom to check with CPA. Katy to check pricing for the Trust Accounting Class.

VP Report:

Secretary Report:

Unfinished Business: Need to send out marketing for September education class via email and facebook. Need campsite for Betty for September Class. Citizens Home Solutions will sponsor lunch for the education class. Marie will call LaDawn at 4Rivers to send out education class. 9am-4pm

New Business: James brought up sponsoring a 4Rivers Orientation at 4Rivers. Marie will speak to LaDawn. James will be heading up membership. James recommended moving meeting location to Milltown and bring in a few more vendors to offset cost. Motion to move meeting to Milltown for next year. Motion approved. Need to turn in notice to the Conservation Center. Katy to work on Social Media. Move Oct. 26th.

Discussion: SA Chapter did not realize it was a paid venue& would have to get with the board for approval to share cost.

Goals:

Adjourn: 10:39am



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

New Braunfels Conservation Center
New Braunfels, TX 78130

Date: 2/22/18

Time: 10:01am

Call to order: Agenda approved with time correction. Previous meeting minutes approved.

Roll Call:

Marie Gabriel Tom Cummins Chantel Born Katy Scruton (arrived late
10:14am) Sara Ward

Treasure Report: Federal taxes filed. See attached income statement.

Committee Report: Discuss today's meeting agenda.

Educational Report: HUD has not responded to request sent to speak at April's meeting. Discussions about moving broker panel for June's meeting to April's meeting. Discussion about having a banker speak at June's meeting. Katy to reach out to Austin about an upcoming education about measuring success to see if they can speak to our chapter.

VP Report: Katy is working on Chapter Excellence. Marie is to see if she can pull article written about NARPM to give to Katy for Chapter Excellence.

Secretary Report: Speak with Jacob about being more involved in his affiliate roll.

Unfinished Business:

New Business: Collect all vendor logos for directory. Get people to register for education class (must have minimum of 6.) Chantel and Marie to reach out to a few members who have not paid national dues.

Discussion: Chantel to send Sara updated affiliate forms. Katy to send Sara updated membership application. Marie to send Sara updated sign in sheets. Chantel to update flyer and affiliate forms to \$20 guest lunch price.

Goals:

Adjourn: 10:53am



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Newks

New Braunfels, TX 78130

Date: 3/22/18

Time: 1:33pm

Roll Call:

Marie Gabriel, Tom Cummins, Chantel Born, Katy Scruton, Sara Ward, Jacob McKinnis, Brandi Hunter

Treasure Report: Bank Account has fraud. Marie and Tom went to bank to repair issue. See attached statement. Taxes have been filed.

Committee Report: No update.

Educational Report: Broker Panel for April meeting. Sara to send out email with education request. Tom to ask CPA to come to one of our meetings about tax laws. Ethic class possible.

VP Report: Finishing chapter excellence. Names missing from spreadsheets for who attended conventions. Right now we don't seem to have enough points for chapter excellence.

Secretary Report: No update.

Unfinished Business: Lunch sponsors: Filter Easy for April, Bondoc for June. May 17th Lunch in the Park social event from 11am-2pm.

New Business: Adonna's dad died. NARPM to send \$50 to a place of Adonna's choice in her dad's name.

Discussion: NARPM Pac donation \$100.00, Amazon gift card. Voted and approved. Chantel and Sara to design a postcard.

Goals:

Adjourn: 2:45pm



National Association of Residential Property Managers

T E X A S H I L L C O U N T R Y C H A P T E R

Bill Millers
New Braunfels, TX 78130

Date: 1/25/18
Time: 1:30pm

Roll Call:
Marie Gabriel Tom Cummins Chantel Born Katy Scruton Sara Ward
Quorum met

Treasure Report: See Attached. Budget approved.

Committee Report: Sara to go through name tags.

Education Report: Robert Brown to speak at Feb. 22 meeting. Topic: Emotional Support Animals and Notice to Vacate. HUD to speak in April. Broker Panel for June. Broker panel possibilities: Bart, Tracy and Adonna.

Unfinished Business: Katy to apply for travel grant for leadership. Social in the park schedule for May 17. 11am-2pm at Fischer Park. Second social to be held at The Spot in San Marcos on September 21 from 7pm-9pm.

New Business: Work on reaching out to Property Managers to join who recently attended a meeting. Test out Survey Monkey and google forms for doing surveys for 2018.

Discussion: Agenda approved. Designation class in June to be held at Limestone Country Properties for no charge.

Goals:

Adjourn: 2:45pm

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Texas Hill Country Chapter Of The National Association Of Residentia

EIN: 81-3313474 | New Braunfels, TX, United States

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

> Tax Year 2018 Form 990-N (e-Postcard)

Tax Period:

2018 (01/01/2018 - 12/31/2018)

EIN:

81-3313474

Legal Name (Doing Business as):

Texas Hill Country Chapter Of The National Association Of Residentia

Mailing Address:773 Loop 337
New Braunfels, TX 78130
United States**Principal Officer's Name and Address:**

Tom Cummins

773 Loop 337
New Braunfels, TX 78130
United States**Gross receipts not greater than:**

\$50,000

Organization has terminated:

No

Website URL:

Copies of Returns (990, 990-EZ, 990-PF, 990-T)

Electronic copies (images) of Forms 990, 990-EZ, 990-PF or 990-T returns filed with the IRS by charities and non-profits.

> Tax Year 2017 Form 990EO

Page Last Reviewed or Updated: 6-Jul-2018

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Texas Hill Country NARPM

2019 Board of Directors

President: Katy Scruton-Roden

President Elect: Brandi Hunter

Secretary: Chantel Born

Treasurer: Anna Reyna

Past President: Marie Gabriel

2018 Board of Directors

Affiliate Coordinator: Alexis Bondoc

Membership Coordinator: James Alderson