

**Minutes of the
IRWA Board of Directors Meeting
Decathlon Club
March 12, 1997 - 10:00am**

Members Present

Bud Storm, SR/WA
William Rottschaefter
Sandy Talboys
Ken Helvey
Doug Johnson, SR/WA
Melissa Janssen

Kaye Anderson
Bob Swenson
Mike Kelly
Sandra Luegge
James Anderson
Sue Mohlis

Approval of Minutes

A motion was made to approve minutes of the January 15th meeting with the following corrections: add Bob Swenson and James Anderson to those attending.

Education Report

Sandra Luegge reports a good turn out for the upcoming IRWA 101 course, mostly from out of state participants. Course 214 Skills of Expert Testimony is being offered April 24th.

Membership Committee Report

Melissa Janssen reports she recently received a roster showing paid and unpaid members. Of our current membership of 222, only 80 appear of have paid their membership dues. Melissa believes that notices from International are not being received by those with outstanding dues. She will continue to follow the situation and report. An announcement will be made at the membership meeting.

Old Business

Audit Committee completed the audit with no discrepancies. A motion was made to accept the report. - Passed

A discussion of the request for funds to update courses took place. International is asking for **10% of the proceeds from education courses** to go to update existing courses. There was some confusion among the group as to what our donation to the Education Foundation funds. Craig Poorker and Bob Swenson will investigate if the Education Foundation funds only the development of new courses or if it also funds updating existing courses. This matter was tabled until answers are available.

New Business

Bill Rottschaefer is proposing we offer a **Legislative Update Seminar** in the fall. A full or ½ day seminar outlining changes in ROW use that took place in the 1997 legislative session. Bob Swenson offered to organize the course.

Mike Kelly reminded everyone that the 1998 **MnDot Right-of-Way and Surveys Seminar** will be September 23 - 25 at Breezy Point.

40th Anniversary - Bill Rottschaefer was wondering if we'd like to have a 40th Anniversary social. Kaye suggested maybe while we have the IEC people here in August. Bill would like input and suggestions to propose for the May meeting.

Letter of appreciation to employers - Our chapter will be sending letters of appreciation to the employers of those serving on the 1997 board of directors.

Newsletter - Sandy did an excellent job with the last issue. Give all suggestions to her for future articles or features.

Treasurer's Report

Treasury Account as of 1-31-97	\$12,822.42
Checking Account as of 3-7-97	\$2,679.33
Total Assets	\$15,501.75
Taxes are done and sent to Headquarters	

Education Schedule - Craig Poorker and Bob Swenson will review the education schedule. Course 802, Legal Aspects of Easements will be moved to September with the Duluth meeting. They will revise the schedule to help accommodate adding the Legislative Update and take the MnDOT seminar into consideration.

Region Three Report

Pat stated that he believes the 10% donation for education requested will be used to revise only existing courses and the Education Foundation is exclusively for developing new courses.

Pat also mentioned the number of outstanding membership dues in our chapter, International is asking Chapter Presidents to get involved. He also mentioned that discussions took place at their last Region meeting about licencing right-of-way agents.

Auction Item - the Alaska Seminar is looking for an item from Minnesota to auction at the seminar. They will accept an item or cash. A motion was made to send them \$200 to purchase something to auction - Passed.

1998 Seminar Committee Report

Sub-committees to handle specific portions of the seminar have been established. Those heading up committees have received their assignments and budgets.

The management firm of Ardell Management has been hired to handle the exhibitors and donations for the seminar.

Those attending the Alaska Seminar will try to get the debriefing on video to be viewed by those not able to attend so they may get ideas how to make the 1998 seminar run more smoothly.

Adjourned

Minutes of the
IRWA Board of Directors Meeting
Midland Hills Country Club
May 21, 1997 - 9:30am

Members Present

Bob Swenson	Sandy Talboys
Bud Storm, SR/WA	Mike Kelly
Dennis Werkmeister	Ken Helvey
Sandra Luegge	Bill Rottschaefter
Doug Johnson	Kaye Anderson
Pat Cairns	Craig Poorker
Tina Olson	Sue Mohlis

Approval of Minutes

A motion was made to approve minutes of the March 12th meeting as written. - Passed

Membership Report

Still approximately 74 memberships unpaid. International has sent out final notices to those outstanding which include late fees. Due to the mix ups, memberships can still be paid without having to pay the late fees.

Treasurer Report

As of May 7, 1997 our balances are as follows:

Checking	\$6,178.06
Bond Account	\$13,700

Still have outstanding payables for courses 100, 214 and 407.

Education Report

A current education calendar was handed out.
According to the coordinator, course 407 recently offered in Rochester was a disaster.
Craig Poorker, Lisa Beckman and Malcolm Watson will get together to discuss the course and what can be done for those asking for refunds.

Old Business

Donation to Education Foundation - after discussion at the last meeting, it was determined that existing Education Foundation donations are used for new courses and revision of old courses. The requested additional donations will be used specifically for revision of existing courses.

A motion was made and seconded to donate 10% of 1997 net profits on IRWA courses or \$500 whichever is greater to the Education Foundation for course updates. Passed.

Chapter Seminar on Use of Public Right of Way

Preparations for the course are moving along. Please get Bob Swenson ideas on instructors, possible locations, mailing lists and anyone who can help.

40th Anniversary Social

Group believes it should be kept separate from the seminar in the Fall and other events. Debbie Johnson has volunteered to put something together. Bill will discuss ideas with Debbie.

Newsletter

Sandy needs input from members and board. Ken offered to write an article on relocation for the next newsletter. Other board members will be asked to provide articles for future newsletters.

Region 3 Spring Forum

Pat gave a recap of the Spring Forum held in Souix Falls. International is looking for a chapter historian. Sponsorships at the golf tournament in Anchorage and donations to the Education Foundation were also discussed.

1998 Seminar

This group is putting together a list of chapter participants that will be attending Anchorage so that those people can contact and learn from the organizers in Anchorage.

New Business

Our Chapter is sponsoring a hole at the Anchorage golf tournament. Dennis is working on hole sponsorships for the 1998 golf tournament.

Meeting adjourned