

Board of Directors Meeting

September 28, 2017

2:30pm – 4:30pm

Beaver Island Brewery

216 6th Avenue South, St. Cloud MN



Meeting called by: Mindy Leadholm, SR/WA

Attendees: Mindy Leadholm, Michelle MacMillan, Brent Rolf, Sean Lawler, Dan Leshner, Brian Mielke, Ben Barker, Ben Tozer, Andy Girga, Greg Cooley

2:30 – 2:35 **CALL TO ORDER** *Mindy Leadholm, SR/WA*
Roll Call *Everyone*
July Board Meeting Minutes *Mindy Leadholm, SR/WA*
 • *Approved August 7, 2017 by general consensus*

2:35 – 2:40 **TREASURER’S REPORT** *Brian Mielke, SR/WA*
Checking Account \$ 52,631.51
Chapter Event Fund Savings Account \$ 4,951.00
Gary Ostrom Memorial Fund \$ 5,047.76
CD \$ 10,390.47
PayPal \$ 0.00
TOTAL: **\$ 73,020.74**

2:40 – 3:40 **OLD BUSINESS**
Member Network & Social Media *Michelle MacMillan, ARWP*
 • LinkedIn 115
 • Facebook 315 followers, 317 likes
 • Twitter 156 followers

MnDOT Annual Conference Recap *Penny Rolf, SR/WA*

Meeting: IRWA social hour went well. Several attendees stopped by to get more info about IRWA. John Foster won the free membership for 2018. Five of the phone chargers were given out (Jane Heins, Jody Hasel, Shawn Zepper, Nici Meyer, and Malinda Johanneck)

Website *Mindy Leadholm, SR/WA*
 • Header (ideas on updating?)
 • Past Presidents List
 • History
 • Blog Page
 • Websites of Interest Page

Meeting: Board discussed header ideas. Michelle would like to see a more uniform header. Blocks would be better than different angles. Mindy has taken old records and uploaded minutes and newsletters and combined by year in the history section of the website. We have a blog page to use. Mindy has directions on how to use it but we still need to try it out to make sure it works. Board should

Board of Directors Meeting

September 28, 2017

2:30pm – 4:30pm

Beaver Island Brewery

216 6th Avenue South, St. Cloud MN



consider best use of the blog page. We currently have nothing under “websites of interest.” Board discussed possible ideas, including links to headquarters and region 3.

Promotional Items for 2017-2018

Mindy Leadholm, SR/WA

Meeting: 100 lunch bags (blue/insulated). 100 yellow/black backpack bags. All sponsors and YP sponsors are listed on the backpacks.

Region 3 Fall Forum

Mindy Leadholm, SR/WA

- Summary
- Sponsors
- Saturday Orchard/BBQ
- Gangster Tour
- Bags/Information Packets
- Chapter 20 Volunteers for Forum

Meeting: Board discussed status of planning and schedule for forum. Specific issues as noted below:

YP brewery/trivia event on Sunday requires volunteers for locations. Currently have 26 people signed up to attend.

Embassy Suites Room Reservations: Currently have 46 of the allotted 80 filled. Board discussed options on how to approach. Mindy to follow up with Embassy Suites.

Board discussed and agreed by general consensus that it made sense to hire Embassy Suites for AV purposes and rent their equipment for the forum.

We are looking for another environmental person for the panel discussion. Board discussed possibilities.

No one from international is currently planning on attending.

Discussed using Facebook Live or another streaming service for the forum but ultimately decided against it due to low expected use and time and effort required.

Next forum here will be Spring 2020.

3:40 – 4:10

NEW BUSINESS

Meeting Name Tag Change Idea (Lanyards)

Michelle MacMillan, ARWP

Board of Directors Meeting

September 28, 2017

2:30pm – 4:30pm

Beaver Island Brewery

216 6th Avenue South, St. Cloud MN



Meeting: Board discussed options. Would save time for meeting preparation and could save money in long run. Could use the lanyards for drawings and prizes.

Chapter 20 – 2017 Awards

Michelle MacMillan, ARWP

- Young Professional of the Year
- Professional of the Year
- Employer of the Year

Meeting: Awards committee is Michelle, Craig, and Dan. Requested that Board send them recommendations.

Call for Chapter 20 IRWA International
Award Applications

Michelle MacMillan, ARWP

Meeting: Discussed applying for newsletter of the year and website of the year. Considered need to physically publish newsletter. Board discussed recent changes and work on the newsletter by Brent Rolf and agreed that he was doing a good job.

Upcoming Board and Member Meeting

Ben Barker, SR/WA

- Date & Location
- Speakers and/or Presenters

Meeting: Next meeting in November in Golden Valley. Discussed meeting in Duluth. Board discussed meeting locations and sponsor meetings.

4:10 – 4:30

COMMITTEE REPORTS

SERVICE COMMITTEES

Nominations & Elections

Dan Leshner

Professional Development

Greg Cooley

Ethics

Ben Tozer

Education

Mindy Leadholm, SR/WA

Communications & Marketing

Michelle MacMillan, ARWP

Membership

Ben Barker, SR/WA

Board of Directors Meeting

September 28, 2017

2:30pm – 4:30pm

Beaver Island Brewery

216 6th Avenue South, St. Cloud MN



INDUSTRY COMMITTEES

Electric & Utilities

Craig Knudsen, SR/WA, R/W-EC, R/W-NAC

Local Public Agencies

Mayrinda Cain

Oil & Gas Pipeline

Andy Girga

Transportation

Penny Rolf, SR/WA, RW-NAC, RW-RAC

COMMUNITIES OF PRACTICE

Asset Management

(open)

Environmental

Jennifer Holmstadt

Relocation

Jason Alt

Surveying & Engineering

Michelle MacMillan, ARWP

Valuation

Doug Johnson

Meeting: There were no committee reports.

ADDITIONAL DISCUSSION:

Motion to Adjourn by: Greg Cooley

Seconded by: Brian Mielke, Passed by General Consensus.

**Minutes Approved: October 13, 2017 – motion by Michelle MacMillan; seconded by Brian Mielke
Passed by General Consensus (e-mail)**