



## Board of Directors Meeting

October 2, 2018

2::30pm – 4:30pm

Beaver Island Brewery

216 6<sup>th</sup> Avenue South, St. Cloud MN 56301



IRWA. Baskets were raffled off and the profit was approx.

\$570 from the night. The Chapter 20 basket had multiple gift cards and cash and was won by Penny who then gave away the gift cards through drawings throughout the Fall Forum meeting on Monday.

The Monday Fall Forum meeting started with a presentation of the streetcar project in Kansas City. This was great to see and tied into the Monday night event where we rode the streetcar for their “Taste of Kansas City” tour. During the meeting, both Penny and Dan gave a recap of their attendance at the IGC meeting in Long Beach which was held on Sept. 14<sup>th</sup>-15<sup>th</sup>. As part of the IGC meeting, the Region was asked to elect a representative to be part of a governance task force that would review the current model we have as well as 3 suggested models. Carroll McCracken from Chapter 41 was elected to be our representative. The attendees then discussed if Region 3 would want the governance program stopped or have it proceed at this time for review by the governance task force. Our members voted to move forward with the knowledge that a decision in the future could be made to stop this and our representative would vote on that based on feedback from the chapters within our region. We did emphasize that we want our representative to reach out to the area chapters for their feedback and keep both the region officers and chapters informed of any action of the task force.

Other items included:

1. An election was held for the Secretary/Treasurer position and Carroll McCracken was nominated and elected to fill that position for the 2018-2019 fiscal year.
2. YP update from Nikkiy Bestgen with info on possible scholarships for attendance at the 2019 Int’l Conference in Portland. Details will be sent out by the end of this year.
3. Past President Plaques were given to Lou Ann Dollar who was president from 2015-2017 and Jake Farrell who served from 2017-2018.
4. Chapter and Committee updates were given.
5. CHiP program vs. Honorarium compensation was discussed with all chapters from our Region getting compensated at a higher rate on the Honorarium program. However, we also noted that the incentives for financials, meeting minutes were a good thing to keep in place. This was a topic at the IGC meeting and will continue to be discussed there in an effort to make changes to the program that would be beneficial to the Chapters while still maintaining the incentives to keep our records current with HQ.
6. The Spring Forum will be held in Cedar Rapids, IA with dates and details to follow.

Chapter 20 members are encouraged to apply for scholarships for the 2019 international conference. YP Scholarships from Region 3 are available. No age criteria/requirement at the Region or Chapter level. Mindy will be coordinating with Nikki Bestgen from Region 3 on their timing. Chapter scholarships are also available. Discussion regarding the timing of application review and approval – a decision will need to be made at the next Board meeting.

## Board of Directors Meeting

October 2, 2018

2::30pm – 4:30pm

Beaver Island Brewery

216 6<sup>th</sup> Avenue South, St. Cloud MN 56301



### NEW BUSINESS

Chapter 20 Newsletter

*Brent Rolf*

- Feedback
- Pros/Cons to new format

**NOTES:** Members have indicated that the new format of the newsletter has issues loading with the Firefox internet browser. This may be due to the user's settings in their computer. The new format continues to be much easier to format and edit with more efficient processing.

Discussion around how to submit the newsletter for the Newsletter of the Year – PDF vs Link. To fully utilize the unique features of the software, it's recommended that we submit a link for consideration. A PDF will be created for a back version, if needed.

2020 Education Conference

*Mindy Leadholm, SR/WA*

- Co-Chairs and Volunteer Coordinator
- Logo Ideas
- RWIEF Monday Night Event
- Spouse/Family Events Packet
- RWIEF Golf Fundraiser

**NOTES:** Need to develop and design the 2020 International Conference logo. Need to submit a few element ideas to International so they can finalize. A few ideas:

- Shape of the State of Minnesota
- Canoe
- Loon
- Water (River, Lake)
- Lady slipper

The location options for the RWIEF Monday Night Event needs to be figured out soon. A proposal needs to be submitted to the RWIEF for they can consider cost, options, pros and cons. A tailgate party theme has been proposed in a City Park (ie. US Bank amphitheater) with food & drink tickets. Discussed the possibility of utilizing an online app for bidding on the silent auction items to increase bidding participation.

Dan Leshner toured four golf courses as options for the RWIEF Golf Fundraiser and has narrowed the list down to two. He will likely give an update the next Chapter 20 Board Meeting.

2019 Portland Conference

*Mindy Leadholm, SR/WA*

- Volunteers
- Attendance
- Giveaways

## Board of Directors Meeting

October 2, 2018

2::30pm – 4:30pm

Beaver Island Brewery

216 6<sup>th</sup> Avenue South, St. Cloud MN 56301



**NOTES:** Discussed organizing volunteers for the 2019 International Conference. Will likely use Sign-up Genius online for easier coordination on needed volunteer positions. We'll solicit feedback to see if this would be good to continue to utilize for the 2020 International Conference.

Discussion around give-ways to have at our Chapter 20 booth for the 2019 International Conference. Budget for 2019 is estimated to be \$2,000 +/- . Want to have items that are unique in general and specific to Minnesota or the Region. Some brainstorming:

- Wild Rice
- "Plantables"
- Birdseed
- Honey
- Coffee

### College Outreach Scholarship Applications

*Sean Lawler*

- Application deadline
- Review Committee
- Process and Schedule for Award

**NOTES:** One scholarship application has been received – the deadline is the end of October. The Scholarship review committee will review all application in November to determine which applicant(s) will be awarded. The date of the meeting where the award recipient(s) will attend and receive their scholarship is yet to be determined.

### Upcoming (November) Board and Member Meeting

*Ben Barker, SR/WA*

- Location
- Date
- Sponsor/s
- Sponsor/s for remaining meetings (November, January, March, May)

**NOTES:** The November Chapter 20 Board meeting will be held at WSB, 701 Xenia Avenue South, Suite 300, Minneapolis, MN 55416 on November 15, 2018. Details will follow. The January and April meetings will be determined at the November meeting. March will likely be held in Duluth.

## COMMITTEE REPORTS

### **SERVICE COMMITTEES**

#### Nominations & Elections

*Dan Leshner*

- No report

#### Professional Development

*Greg Cooley*

- No report

#### Ethics

*Ben Tozer*

**Board of Directors Meeting**

October 2, 2018

2::30pm – 4:30pm

Beaver Island Brewery

216 6<sup>th</sup> Avenue South, St. Cloud MN 56301



- No report

Education

*Mindy Leadholm, SR/WA*

- SR/WA Review Study Session (October 8-10)
- Course 100: Principles of Land Acquisition (October 24-25)
- Course 102: Elevating your Ethical Awareness (October 26)
- Course 502: Non-Residential Relocation Assistance (January 2019)
- Course 506: Advanced Business Relocation Assistance (January 2019)
- Course 215: Right of Way Acquisition for Pipeline Projects (April 2019)

Communications & Marketing

*Michelle MacMillan, ARWP*

- No report

Membership

*Ben Barker, SR/WA*

- No report

**INDUSTRY COMMITTEES**

Electric & Utilities

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

- No report

Local Public Agencies

*Jason Alt*

- No report

Oil & Gas Pipeline

*Andy Girga*

- No report

Transportation

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

- No report

**COMMUNITIES OF PRACTICE**

Asset Management

*Sean Lawler*

- No report

Environmental

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

- No report

Relocation

*Jason Alt*

- No report

Surveying & Engineering

*Michelle MacMillan, ARWP*

- No report

Valuation

**vacant**

**ADDITIONAL DISCUSSION:**

Further discussion on holding a workshop/seminar to raise funds for the Chapter. We are looking for members that are interested in taking the lead on planning and coordinating the event for February or April. The workshop/seminar may include 4 speakers, lunch and 6 continuing education credits for \$75.00

**Board of Directors Meeting**

October 2, 2018

2::30pm – 4:30pm

Beaver Island Brewery

216 6<sup>th</sup> Avenue South, St. Cloud MN 56301



Nominations for Employer, Employee and Young Professional of the Year will be taken at the November meeting.

**Motion to Adjourn by:** Greg Cooley, SR/WA

**Seconded by:** Ben Barker SR/WA

**Meeting Adjourned at:** 4:15 p.m.

**Minutes Approved:** Greg Cooley, SR/WA and seconded by Michelle MacMillan (approved on 10/23/18)