

Board of Directors Meeting

March 25, 2020

10:00am – 11:30am

Video Conference Call



Meeting called by: Ben Barker, SR/WA

Attendees: Brian Mielke, Ben Barker, Craig Knudsen, Andy Girga, Ben Tozer, Craig Poorker, Greg Cooley, Mindy Leadholm, Penny Rolf, Jason Alt, Aimee Mims, Dan Lescher, Michelle MacMillan, Matt Hagelin

10:00 – 10:05 **CALL TO ORDER** *Ben Barker, SR/WA*
Roll Call *Everyone*
February Board Meeting Minutes *Ben Barker, SR/WA*

- *Approved February 25, 2020 by general consensus (email)*

10:05 – 10:10 **TREASURER'S REPORT** *Matt Hagelin, SR/WA*

Checking Account	\$40,563.95
Chapter Event Fund Savings Account	\$ 4,951.00
Gary Ostrom Memorial Fund	\$ 3,061.33
CD	\$ 10,795.29
PayPal	\$ 0.00
TOTAL:	\$ 59,371.57

10:10 – 11:00 **OLD BUSINESS**

Member Network & Social Media *Ben Barker, SR/WA*

- *LinkedIn: 118 members*
- *Facebook: 308 likes*

2020 Education Conference *Mindy Leadholm, SR/WA*
Dan Lesher, SR/WA

With the 2020 conference cancelled, there is discussion about potentially host another year, such as 2023 or even 2024; noting Denver has been pursuing 2023 previously. There has also been outreach from the San Antonio chapter related to having chapter 20 have a presence/participate in some way for 2021. There is nothing concrete at this time.

The general feeling of the board and meeting attendees at this time, regarding hosting at another time, is that we may be interested but would need to know if there are enough members that would be interested in a future conference. Some individuals have expressed interest in doing so, but others are not sure and wish to consider/think about it. The committee members, for example, have put in a lot of time and effort and a new (or at least a revised) committee may be necessary.

Hosting another year will be revisited at the new fiscal year and the current committee will discuss next year with the San Antonio chapter in the mean-time. The feeling is that HQ and the International board would be open to Chapter 20 hosting another time.

There was also discuss about the planned Monday night event, which is a fundraiser for the RWIEF, and would the chapter be interested in holding one ourselves when able? There was also discussion about the auction and whether that will be held. The auction will be checked into by the committee and there

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was general feeling that a replacement event will be considered when it's possible; a replacement event will be discussed at our next chapter board meeting.

For the previously planned Monday night event and related deposits, such as the room and vendors, they are in the process of being cancelled and refunds and/or credits obtained by the RWIEF.

We also will need to determine what to do with the speaker gifts, which do have the 2020 logo engraved. HQ has paid for them, and will be contacted for direction. One idea is to auction them as a fundraiser and other ideas may come as well.

Region 3 Spring Forum

- Recap

Ben Barker, SR/WA

Mindy Leadholm, SR/WA

Was completed via conference call. Penny Rolf is the Region 3 Professional of the Year. Mindy Leadholm is the new Region 3 Secretary. The Chapter worked with Hilton to waive the cancellation fee and Britt's Pub has agreed to a credit.

Mindy has been refunding registrations, but 9 people indicated not to refund it (which equals \$450, which is \$377.09 with the unavoidable fees taken out. A motion was made by Brian Mielke and seconded by Ben Tozer to make this contribution to the RWIEF in the name of Region 3 for the \$377.09 and \$400 on behalf of Chapter 20 and unanimously approved by voice vote.

2020 Membership Renewals

- 132 of 145 Members have renewed (91%)

Ben Barker, SR/WA

Pic Rights – 2012 Newsletter

- Update

Ben Tozer

This has been completed and an agreement was reached. The payment was \$250 and the agreement for release was made; Pic Rights originally asked for \$500.

11:00 – 11:20 **NEW BUSINESS**

IRWA – Chase Bank Discussion

Penny Rolf, SR/WA

Dan Leshner, SR/WA

HQ is working on setting up to facilitate Chapters banking with Chase Bank which may make things such as changing Chapter Officers, credit cards, and other banking related items simpler as there would be some coordination completed by HQ with Chase. HQ would not be a signatory on the account, but would assist with coordination.

Chapter 20 may be one of the chapters that are used to test, this but would likely continue to have the CD at HiWay Federal, and possibly a related savings account if needed, due to the recent CD renewal.

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March 25, 2020

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Chapter 20 Sponsorship Packages 2019-2020

Ben Barker, SR/WA

2019-2020 sponsors, and the value they received for said sponsorship, have been impacted in a significant manner, by the cancellation of the 2020 conference. Does the Chapter wish to provide some reduced or free extension of this, or even a refund of some level or type, to those sponsors.

Jason Alt, with Prosource, was present and asked to comment. From his perspective, he feels and hopes that sponsors would not request a refund but also that they'd most likely wish to see some ideas on how to have some additional value for the 2019-2020 sponsorship.

It was discussed that this is not an immediate decision needing to be made, but again to revisit at our next Chapter meeting. Ideas, such as extending the sponsorship into 2020-2021, are potentially possible. Any event, such as golf or an event to replace the now cancelled Monday night RWIEF event with the Conference, could possibly become part of that as well.

Chapter 20 Sponsorship Packages 2020-2021

Ben Barker, SR/WA

See above for the 2019-2020 package discussions.

Upcoming Board and Member Meeting

Ben Tozer

- Location – TBD
- Date – May 20, 2020
- Presenter - TBD
- Sponsor – WSB

Discussion was had about holding the next (currently planned to be at WSB) but possibly being held in Duluth to replace today's meeting and also include the speaker which had been planned today. This is a fluid situation and more information and determination may be forthcoming.

11:20 – 11:30 **COMMITTEE REPORTS**

SERVICE COMMITTEES

Nominations & Elections

Brian Mielke, SR/WA

Sean Lawler will be the nominated candidate for Secretary and we will also follow the directive from HQ about how to solicit candidates for all positions.

We also discussed whether, under the assumption that common position progressions continue, Matt Hagelin has offered to remain as Treasurer. There was discussion about this; the general feeling is to have the common progression continue would be preferred.

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Professional Development

Sean Lawler, SR/WA

Ethics

Ben Tozer

Education

Mindy Leadholm, SR/WA

Course scheduling and re-scheduling is an ongoing issue right now. Shawn Zepper is looking at these for the Chapter. Sean is also interested in assisting overall with the Education chair role for Chapter 20.

Communications & Marketing

Brent Rolf

Membership

Ben Barker, SR/WA

INDUSTRY COMMITTEES

Electric & Utilities

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

Local Public Agencies

Jason Alt

Oil & Gas Pipeline

Andy Girga

Transportation

Vacant

COMMUNITIES OF PRACTICE

Asset Management

Sean Lawler, SR/WA

Environmental

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

Relocation

Penny Rolf, SR/WA

Surveying & Engineering

Jerry Ripley

Valuation

Vacant

ADDITIONAL DISCUSSION: *Future meetings may also have some value if offered in an online format combined with in person when both become possible. Even speakers may be able to be offered in an online format. This is something the Chapter and Board will consider and look at during the current Covid-19 situation and also for after to provide additional member opportunities to participate in our meetings.*

Motion to Adjourn by: Greg Cooley

Seconded by: Craig Knudsen

Minutes Approved: Motion by Greg Cooley and second by Penny Rolf with unanimous approval on April 14, 2020