

**Board of Directors Meeting**

December 2, 2020

10:00am – 11:30am

Video Conference Call



**Meeting called by:** Ben Tozer

**Attendees:** Bent Tozer, Matt Hagelin, Penny Rolf, Mindy Leadholm, Andrew Girga, Ben Barker, Brent Rolf, Shawn Zepper, Sean Lawler

10:00 – 10:05 **CALL TO ORDER** *Ben Tozer*  
Roll Call *Everyone*  
July Board Meeting Minutes *Ben Tozer*

- *Approved August 27, 2020 by general consensus (email)*

10:05 – 10:10 **TREASURER'S REPORT** *Brian Mielke, SR/WA*

Checking Account	\$54,620.11
Chapter Event Fund Savings Account	\$ 4,951.00
Gary Ostrom Memorial Fund	\$ 3,063.70
CD	\$11,016.61
PayPal	\$ 0.00
<b>TOTAL:</b>	<b>\$73,651.42</b>

10:10 – 11:00 **OLD BUSINESS**  
Member Network & Social Media *Ben Tozer*

- LinkedIn: 118 members
- Facebook: 320 follows

*Mindy Leadholm will add Ben Tozer as a Facebook account manager. Will try to share more content, i.e. newsletter, meeting notices, etc.*

Archival of Secretary Notes *Brian Mielke*

*Brian Mielke unable to attend. Ben Tozer will follow-up with Brian Mielke.*

GO Scholarship *Sean Lawler*

*The in-person Annual College Outreach Program was cancelled due to COVID-19. Instead, Brian and Sean Lawler met virtually with St. Cloud State University's Real Estate Club to discuss all things right-of-way. The 2020 Gary Ostrom Memorial Scholarship was awarded to a Land Surveying / Civil Engineer major Wayne Duroux of St. Cloud Technical and Community College.*

11:00 – 11:20 **NEW BUSINESS**  
Board and Member Engagement *Ben Tozer*

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*Discussion on how to improve engagement during the challenges of COVID-19. See COVID-19 Relief Fund and Social Media outreach plans. Will plan 2-3 separate meetings for members featuring a speaker, separate meetings will allow for greater date flexibility to attract speakers. Discussed focusing efforts planning for in-person events for 2021.*

Awards (EotY, YPotY, PotY)

*Brian Mielke/Dan Leshner/Craig Poorker*

*Ben Tozer, Professional of the Year  
Xcel Energy, Employer of the Year  
Shawn Zepper, Young Professional of the Year*

COVID-19 Relief Fund

*Ben Tozer/Mindy Leadholm*

*No Chapter Members have utilized the relief fund to date. The Board will do more direct Member Outreach to ensure Members who need support are receiving it. Ben Barker will share fund availability message during Membership Renewal outreach.*

New Members

*Ben Tozer*

*Dan Thompson – Otter Tail Power  
David Kenjalo – Border Resources  
Carlos MacGregor*

*Ben Tozer will send welcome email to our new members!*

Upcoming Board and Member Meeting

*Matt Hagelin*

- *Date –January 20, 2021*
- *Presenter – WSB Visualization Resource Jeff Christenson*
- *Sponsor – WSB*

Education Updates on Virtual Courses

*Ben Tozer/Shawn Zepper*

- *Virtual Courses*

*Virtual Courses have been successful so far, despite some challenges.*

2021 Return Meeting

*Ben Tozer*

*Money remain with Brits Pup or Orchestra Hall from prior cancelled event, the Board will target use of those funds for a 2021 Return Meetings. Hosting an informational meeting at a project site was discussed.*

IRWA 2021 Conference, June 6 – 9.  
Call for Presenters

*Ben Tozer*

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*Plan to utilize COVID-19 Relief Funds to support Chapter 20 Member attendance at the 2021 Conference.*

11:20 – 11:30 **COMMITTEE REPORTS**

**SERVICE COMMITTEES**

Nominations & Elections

*Brian Mielke, SR/WA*

Professional Development

*Sean Lawler, SR/WA*

Ethics

*Ben Tozer*

Education

*Shawn Zepper*

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:**

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**Motion to Adjourn by: Sean Lawler**

**Seconded by: Mindy Leadholm**

**Minutes Approved: By General Consensus (12/11/20)**

