

**International Right of Way Association**  
**“Spirit of the Heartland” – Iowa Chapter 41**  
**Snyder & Associates, Inc., Ankeny, Iowa**  
**Minutes of Business Meeting –September 10, 2010**

The meeting was called to order at 10:15 AM following the presentation provided by Ed Opstein entitled “Making A Positive Connection”. Please let Tim Bunkers know if you would be interested in copies of the presentation in PDF form.

Introductions of meeting attendees started the business meeting with 14 members in attendance.

**Secretary’s Report:** The minutes from the June 18, 2010 business meeting held at The Ronnenburg Restaurant, in Amana, Iowa, were reviewed. A reminder the minutes are posted on the IRWA, Chapter 41 website for review prior to the business meeting. A motion was made to approve the minutes as published. The motion was seconded and approved by all members present.

**Treasurer’s Report:** The Treasurers report was presented by Nancy Halvorson, representing a current balance of \$10,335.72. Also provided were the financial reports for the courses held this year:

- Courses 501 and 502 held February 8, 9, and 10, 2010 in Coralville: Net Profit: \$1,115.01
- Courses 504 and 506 held June 2010 in Ames:504 Net Profit \$823.48; 506 Net Profit: \$17.16
- Course 900 held in conjunction with the Spring Forum: Net Profit: \$1,283.68

Lisa Harrison waived her instructor’s fees only requesting we donate \$400 per class to the Foundation; when it was learned that we had such small classes, she agreed to hold off until we see if we had any income from the classes. It was agreed to donate a total of \$500 in her name to the Foundation. A motion was made to approve the Treasurer’s Report as presented; the motion was seconded and approved by all.

**Committee Reports:**

**Membership Report:** Mary Ann Carnock reported our membership count stands at 80. It was reported Universal Field Services may have three employees interested in joining our chapter.

**Education Committee:** Courses 600 and 603 which Alliant Energy offered to host have been cancelled. Iowa DOT has requested Course 209 be held early in 2011, stay tuned for more details.

Please contact Mark Holm ([mark.holm@dot.iowa.gov](mailto:mark.holm@dot.iowa.gov)) to provide your course requests or for more information about coordinating a course.

**Program Committee:** The next meeting and program will be on January 7, 2011 with a program presented by the Rebuild Iowa staff on Smart Planning. Look for more information in the newsletter or on our website.

**Professional Development Committee:** PDC Chair Joe Anderson reported on the New Career Path and referred us to the website for the specific details and future reference. Don Corrigan is replacing Jim Diemer on the committee.

## **Old Business:**

**New Career Path:** Refer to the IRWA website for details or the information provided in the Right of Way magazine.

**Facilitator Classes:** Free training was offered but no one took advantage of it due to the change in the requirements to be a facilitator such as retired members are no longer qualified and you must have a four year education.

**Mini Best Practices Session:** Tim Bunkers attended Chapter 20's Utility Conference which provided ideas for our upcoming conference which is currently in the planning stages. Please contact Tim Bunkers, Dave Hingtgen, or Liz VanZomeren if you are interested in helping or have ideas to share.

**Governor's Proclamation:** Don Corrigan sent the required information in July and is still waiting for a response.

**Application for Class Deficits:** Our classes this year ran in the black so we did not need to apply for assistance for any possible class deficits.

**Annual Conference:** The annual conference in Calgary was well attended by our Chapter. Rita Rasmussen's session on the Cedar Rapids response to the flood was well received. Rita also represented our Chapter as a finalist for the Balfour Award—thanks Rita for making us proud! We need to submit our Chapter newsletter for the newsletter of the year category

**Employer of the Year:** It was discussed that we would like to present and Employer of the Year with a certificate acknowledging their support of our industry and Chapter membership. Other possible ideas are to include an employer as a Spotlight in our newsletter as recognition for their continued support.

## **New Business:**

**Next Meetings:** Our next meeting will be held on January 7, 2011 with a program about Smart Planning, look for more information as to the location and time. The spring meeting will be held on April 1, 2011 in the Amana's with our election of officers and a program from the Utilities Best Practices. June 3, 2011 will be our Annual Meeting, look for more information as to location, time and program.

**Retired Members:** Dues for a retired member are \$50 with the Right of Way magazine and \$30 without the magazine. Please submit your application to Mary Ann Carnock, Chapter Membership Chair. It was discussed that IRWA has put limitations on the amount of income (\$5000 in ROW related work) a retired member can make during the calendar year in order to remain retired status.

**Region Chair Request:** Please provide Rita Rasmussen any outstanding concerns for Region consideration. There was a discussion about the change of facilitator qualifications and we hope to hear a response from Region regarding our concern that many qualified instructors will now not meet the new qualifications and what a loss that will be to our education program. Shouldn't experience count as much, if not more, than a 4-year degree?

Our Region still needs a LPA Representative and Survey Representative—please contact Rita Rasmussen if you would like more information or are interested in either of these positions.

**Region Forum in St. Louis:** To be held October 1, 2010—please visit our Chapter or Region website for the details.

**Reminder of Nominations for Officers:** Please contact Don Corrigan, Tim Bunkers or Mark Holm if you are interested in running for an Office next year.

**Professional of the Year election:** Congratulations to Joe Anderson, Iowa DOT, who is our Chapter Professional of the Year! Thanks to Joe and all of his time and hard work in resurrecting our newsletter and Chairing the PDC. Keep up the good work! Kudos also to Vikki Kitelinger, Alliant Energy and Amy Walter, Snyder & Associates, for also being nominated.

**Chapter Drawing:** Ryan Gurwell is the lucky winner of the \$50.00 drawing.

Shelly Whiteing, Iowa DOT, completed the crossword puzzle from the recent Newsletter and received a prize for her efforts.

Please keep in mind IRWA offers a \$5000 scholarship for education, members, their spouses and children are eligible to apply. See the website for more details.

**Donations for Toys for Tots:** If you can't attend a meeting this year, please consider sending in a monetary donation to Nancy Halvorson, every donation helps make the difference to the children helped by this program. In 2009 Chapter 41 donated \$500.00 to Toys for Tots...lets help make 2010 even more successful by sending in your donation or increasing your contribution when the hat is passed! Thank you!

**Adjourn:** The meeting adjourned at 11:15 AM. A motion was made and seconded and approved by all.

Respectfully Submitted,

Amy J. Walter  
Vice President/Secretary