



## “Spirit of the Heartland”

October 6, 2014

Following a Presentation on Condemnation by Scott Henning and Katie Johnson from the DOT the meeting was called to order.

**New Members and Guests:** Pending Member Rob Emmerson was in attendance as were other guests.

**Review and Approval of Previous Minutes:** Minutes Approved and Seconded, All Approved

**Review and Approval of Financial Reports-**Carrol McCracken, Treasurer, reported we made approximately \$4,700.00 from Course 100 held in September. Financial Report reviewed and accepted. Headquarters mailed invoices to Members regarding dues for 2015.

### **Unfinished Business:**

- CHIP Details – The new (Chapter Incentive Plan) has been released and it consists of 2 parts:
  1. Membership Growth:
    - 5% growth = 1 free conference registration (for 2016 Conference in Nashville) in addition to 3 free memberships. Our chapter must have 90 members on June 30, 2015. (Current membership is 86 – we need to have 90)
    - 10% growth = 2 free conference registrations, 3 free memberships and a \$500 travel voucher for the chapter. (Current membership is 86 – we need to have 95)
  2. IRWA Course Participation:
    - The chapter is guaranteed 70% of our 2-year average of online honorariums, for us that is \$1,034.15 (this will be split in 4 payment beginning in October 2014).  
HOWEVER, to receive our payouts we must complete the following tasks:
      1. Chapter President must login and review chapter activity in QuickBooks on a monthly basis.
      2. Chapter President and Treasurer must review and physically sign off on the Chapter Profit and Loss Balance Sheet on a monthly basis.

3. Update current chapter leadership contact info by July 1 of each year. COMPLETE
  4. Complete accurate filing of chapter tax info by August 15 of each year. COMPLETE
- Our Chapter has received congratulations for having our tax info into the region in a timely manner. We helped the Region (once again) become the first to have all chapter taxes 100% complete. Thank you, Carrol!
  - Also our Chapter helped Region 3 be the only Region to have no unapproved pending members! Thank you Angie and Chad!

### **Announcements & New Business:**

- Cookbooks from Minneapolis, we have 25 for our Chapter to distribute, we could use as a reward for Speakers and Presenters to our Chapter. We could also present a cookbook to new Members who join our chapter. Further discussion needs to take place. Carrol McCracken told us JCG was a sponsor of the financing for the books.
- Name Tags, we need to update the Chapter Name Tags, especially for new Members.  
There was some discussion regarding how we might proceed with this, we need more input and discussion at the next meeting.
- Fall Region Forum- The theme of the evening prior to the forum is Oktoberfest. In addition to a Live Auction there will also be a basket raffle. It was moved and approved to give Liz \$200.00 for baskets for Fall Forum. Region Forum, 11 will be going. Sara Cook and Dwayne Myers will represent Chapter 41 at the Young Professionals Kickoff Event at the Forum. It was agreed that Chapter 41 would donate up to \$100 for this event.
- Future Best Practice Topics:
  - Map 21 – this must be approved by the Iowa Legislature before the changes can be implemented
  - Getting through an audit
  - Mediation
- Other Topics: Webinar Programs how might this be beneficial for Chapter meetings and events
- Rita will review our financial records, per Carrol McCracken's Suggestion.
- It was suggested that the Chapter try to have CoP (Community of Practice Reps), currently we have Chapter Reps on International Committees: Dave Hintgen-Utilities and Chad Johnson-Survey. It would be helpful to have Chapter Reps in addition that can disseminate info to the Chapter....preferably through MemberFuse.

### **Committee Reports**

- PDC-Joe Anderson – PD: ARWP-being retired before Sept.  
Revisions required for Appraisal Program  
Recent recertification's: Patti Simons-SRWA, Joe Anderson- SRWA
- Education- Dwayne Myers – Relocation Classes early in 2015
- Membership-Chad Johnson: Chad was unable to attend but sent a report that we currently have 1 pending member (since 10/2/14), Rob Emmerson. The latest membership shows we currently are at 93 members.

A motion was made to adjourn the meeting by Mark Holm and Patti Simons, seconded.

Next meeting in January, possibly in conjunction with Relocation Courses.

Respectfully Submitted,

Linda R. Martens