



**International Right-of-Way Association Chapter 15
Executive Board Conference Call Meeting
Thursday, November 3, 2016 at 4:30 PM**

Call to Order: Leigh Rutter, President/Director

Roll Call: Leigh Rutter, President/Director
Richard Scott, Vice President
Robert Weible, Treasurer
Michael Ash, Assistant Treasurer/Planning Committee Co-chair
Christine Roy, Education Committee Chair

Minutes Approval: Lynne DelTosto, Secretary (covered by President Rutter by consent)

- Minutes from October will be circulated for approval at next meeting.

Finance Committee Report: Robert Weible, Treasurer

- Savings balance \$334.69, CD balance is \$10,767.90 (9 month)
- A motion was made via e-mail (seconded by Rich Scott – motion carried) to move \$1,000 from the CD to the Savings in order to avoid the \$5 fee for falling below the required minimum balance.

Planning Committee Report: Mike Ash, Planning Committee Co-chairs

- November meeting will be held next Thursday at the Harvest Moon.
- The holiday party will likely be at Oyster Point again, and will be discussed further on next month's call.

Sponsorship Committee Report: Robert Weible, Sponsorship Committee Chair

- Bob and Leigh will be meeting next Thursday to finalize sponsorship packages for the remainder of the year.

Education Committee Report: Christine Roy, Education Committee Chair

- Christine will get with Stacie to discuss holding a seminar.
- Leigh followed up with Dave Kook regarding possible NJDOT courses.
- May try to hold an appraisal course. Will check with with appraisers to see if this would generate interest from the Appraisal Institute members.

Membership Committee Report: Stacie Curtis, Membership Committee Chair (covered by President Rutter by consent)

- A motion was made via e-mail (seconded by Rich Scott – motion carried) to approve Patrick Reed with PSE&G for membership.
- Membership remains at 75

Old Business:

- Leigh provided materials from the IGC call via e-mail for the Board to review and gave a recap of the Fall Forum.

New Business:

- The annual Region donations are due. This will be discussed on the next call when there are more Board members present.

Next Meeting:

- December 1, 2016 at 4:30 Executive Board Conference Call

Adjourn: The meeting was adjourned at 4:58 PM.