



**International Right-of-Way Association Chapter 15
Executive Board Conference Call Meeting
Thursday, December 1, 2016 at 4:30 PM**

Call to Order: Leigh Rutter, President/Director

Roll Call: Leigh Rutter, President/Director
Lynne DelTosto, Secretary
Patrick McClusky, Assistant Secretary & Director
Robert Weible, Treasurer
Michael Ash, Assistant Treasurer/Planning Committee Co-chair
John Gillooly, Planning Committee Co-chair
Stacie Curtis, Membership Committee Chair

Minutes Approval: Lynne DelTosto, Secretary

- Minutes of 10/6/16 and 11/3/16 Meetings will be uploaded

Finance Committee Report: Robert Weible, Treasurer

- \$1,000 account transfer was made from CD to Savings
- Current account balances are \$2,144.71 in Savings and \$9,768.61 in CD
- Last event brought in \$65
- Credit card payments may not be moved forward on, but will reconsider next meeting

Planning Committee Report: John Gillooly & Mike Ash, Planning Committee Co-chairs

- Next Membership Meeting is Holiday Party on January 26, 2017. Looking at Oyster Point Hotel because they provide discounts and a free night stay which we can raffle off
- Board members will once again contribute items for the raffle and Secretary DelTosto will start a list of items being provided
- May consider a future joint meeting with the Appraisal Institute (Deborah Miller is the Executive Director of the Metro NJ Chapter)

Sponsorship Committee Report: Robert Weible, Sponsorship Committee Chair

- Sponsors for Holiday Party will be discussed between Treasurer Weible and President Rutter

Education Committee Report: Christine Roy, Education Committee Chair (covered by President Rutter by consent)

- Panel Discussion needs to be worked on by Chairperson Roy and Chairman Curtis
- President Rutter spoke with Victor DiSanto (the education chair) of the Appraisal Institute about running a course for appraisers to keep their MAI credits. .

Membership Committee Report: Stacie Curtis, Membership Committee Chair

- Current Membership: 75
- President Rutter will send out another renewal notice as directed by HQ. We are currently at 50% renewal and we get incentives for 90% retention

Old Business:

- None

New Business:

- Donations to the Annual Region Travel and General Fund are not mandatory, but most chapters participate. Generally it is \$5 per member, which for 70 members is \$350. We also donated to the Regional Chair's gift and the ROW Educational Fund gift basket in the past. Chairman Curtis and President Rutter motioned to table this discussion until after our January event to confirm what we have left in Savings before deciding.

Next Meeting:

- January 5, 2016 at 4:30 Executive Board Conference Call

Adjourn: The meeting was adjourned at 5:00 PM.