



**International Right-of-Way Association Chapter 15  
Executive Board Conference Call Meeting  
Thursday, February 2, 2017 at 4:30 PM**

**Call to Order:** Leigh Rutter, President/Director

**Roll Call:** Leigh Rutter, President/Director  
Richard Scott, Vice President  
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 1/9/2017 Meeting were approved and will be uploaded to the website

**Finance Committee Report:** Robert Weible, Treasurer

- Current account balances are \$9,769.26 in the 9-month CD and \$3,015.70 in the business account.
- Last meeting cleared \$145, and after expenses from the meeting are reimbursed we expect to have about \$1,700 left in the business account

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

- Next Membership Meeting will be 3/23, and we will try to get a speaker

**Sponsorship Committee Report:** Robert Weible, Sponsorship Committee Chair

- Sponsors for the last meeting were Rutter & Roy at a \$500 Bronze Sponsorship and Integra at a \$250 donation
- Annual Sponsorship will be rolled out in May for next year

**Education Committee Report:** Christine Roy, Education Committee Chair – President Rutter reporting by consent

- Panel Discussion is not yet determined, but will probably occur in the fall
- A number of members are looking for the relocation courses. There are two 2-day courses – one for residential and one for non-residential. We are considering giving one course at our year-end meeting and the second one 6 months later.
  - President Rutter will check on an instructor out of Maryland
  - President Rutter and Chairman Weible will attempt to solicit sponsors
  - Secretary DelTosto will look into whether the course can be offered at no charge at PSE&G's Edison Training Center
  - Course fees will need to be discussed

**Membership Committee Report:** Stacie Curtis, Membership Committee Chair

- Current Membership: No change, but we understand one member who had not paid last year will be re-joining

**Old Business:**

- Annual Region Travel & General Fund donations were discussed. It is generally \$5 per member to offset Regional Officer Fees. We would be looking at approximately a \$350 donation
  - A motion was made by President Rutter and seconded by Treasurer Weible
  - A vote was taken and the motion passed unanimously

**New Business:**

- Region IV Spring Forum will be March 28 to April 1 at Inner Harbor in Baltimore, and President Rutter will forward the flyer for the event. The Forum will have a SR/WA study session, a valuation symposium and a 7-hour course on USPAP. President Rutter will attend the Forum on March 31 for the Regional Business Meeting.

**Next Meeting:**

- March 2, 2017 at 4:30 Executive Board Conference Call

**Adjourn:** The meeting was adjourned at 5:05 PM.