

INTERNATIONAL RIGHT OF WAY ASSOCIATION

Arctic Trails Chapter 71
Executive Board Meeting
November 20, 2019

Call to Order: The meeting was called to order at 12:04 p.m. by the President, Steve Taylor, in Brewsters Restaurant, Airport Way, Fairbanks Alaska.

Roll Call: Present were Larry King SR/WA, Cora Shook, Terry Griffin, Stu Pechek, Steve Taylor, and George Stefan.

President's Report: None.

Approval of the Minutes: Cora moved to approve the minutes of the October 16, 2019 Executive Board meeting and Stu seconded. The minutes were approved as presented.

Treasurers Report: Terry reported the checking account balance was \$1,120.97 after Kevin Preister's C225 education fee. Larry asked if we would receive the \$300 membership drive incentive from Headquarters, and Steve answered that Jacquie had submitted all the necessary paperwork to HQ.

Committee Reports

Education (Steve Taylor, chair): Steve reported the following on the November 8, 2019 C225: Social Ecology—Listening to Community course:

- The late registrants helped bring up the income, and the chapter made approximately \$100 from the course.
- Cora's hospitality for 2 nights and airport transportation greatly helped us.
- There was great feedback on the course. Sandra Mota was very pleased and may bring Kevin back up for a FNSB presentation, and the Mayor's office may be interested in attending. Cora added that BLM and other organizations might also be interested in Kevin's course.

Additionally regarding the C225 course:

- Larry offered that Region 7 has a fund to help our chapter costs if we didn't break even on the C225 course. Steve replied that HQ will help if we began course paperwork 90 days in advance of its presentation date.

Steve reported that he and George will put together an Education Committee for the next several years' courses and program. George gave a quick review of the previous Education Committee's 2-year plan. Steve reminded that we'll be hosting the October 2020 Fall Forum. Terry inquired about attending a fall forum outside for additional experience and education. Larry suggested offering a course in conjunction with the forum and said there is typically a potluck after the forum. Cora reported on the 2019 Boise Fall Forum, explaining the two day schedule and events. The forum was scheduled during the day, there was a dinner at an Irish pub with karaoke, and it ended with a comedy club event. Cora, George, Stu, Steve, and Terry are interested in being part of the Fall Forum Committee. Larry added that you want to be able to advertise the 2020 Fall Forum at the previous Spring Forum to generate attendance interest.

Membership (Tim Sprout, chair): No update.

Professional Development (Pat Thayer, chair): Terry said that Pat is moving to Salem, Oregon, so Steve will reach out to her and see if she wants to remain professional development chair.

Program (Vacant): Cora volunteered to be the program chair. Steve said that Karen Tilton is still interested in presenting on her RS 2477 case but not quite yet. Steve reported that Miguel's is only available the last Wednesday of the month. Cora said she'll figure out a good day of the week for the Denny's venue, and Stu added that there is no charge for the room at Denny's but there is a minimum of order amount of \$100 for the group. For program presentation ideas:

- Stu suggested the City of North Pole for their water expansion project and DOT for the double roundabout at Steese and Chena Hot Springs Road.
- Larry suggested FAST/DOT representatives regarding the road construction manual project.

Web & Blog (Charlie Parr, chair): No updates.

Nominations: Steve reminded that Karen sent out nominations requests which are due by November 25. Steve reported we have about 30 members. Larry introduced what prizes we would offer for the chapter awards at the holiday party and that these are for professional of the year and employer of the year. Larry made a motion that

a 1-day education course be the award for the professional of the year and that three \$25 educational coupons be the award for employer of the year. George seconded and discussion continued. Larry amended the motion to contact Sharon and award the same prize compensation as last year. Cora seconded and all approved. Larry added we have no other qualified candidates for the Frank C. Balfour professional of the year other than Pat, Sharon, and Charlie.

Old Business: Steve reported that the Meet and Greet following the C225 course went well at the Black Spruce Brewery. Roughly 15-20 people showed up, some from the class and some from other organizations. Larry led the discussion for the upcoming Holiday party which included:

- Larry said he'll have a turkey in his roaster and that it's a potluck event. He'll need tables and chairs which Sharon will mainly be supplying.
- Larry made a motion for a White Elephant gift exchange, Steve seconded, and all approved.
- Larry announced that set-up would be around 4:00-4:30pm, with the party beginning at 5:00pm.

Next board meeting: December 18 at Brewsters.

Meeting was adjourned at 1:09 p.m.

Minutes Approved 1/15/2020 By:  Steve Taylor, President