

## INTERNATIONAL RIGHT OF WAY ASSOCIATION

Arctic Trails Chapter 71  
Executive Board Meeting  
March 11, 2020

**Call to Order:** The meeting was called to order at 12:13 p.m. by the President, Steve Taylor, in Brewsters Restaurant, Airport Way, Fairbanks Alaska.

**Roll Call:** Present were Tim Sprout SR/WA, Sharon McLeod SR/WA, Steve Taylor, and George Stefan.

**President's Report:** Steve reported that he hasn't yet discussed with Cora her experience at the Spring Forum.

**Approval of the Minutes:** Sharon moved to approve the minutes of the February 19, 2020 Executive Board meeting and Tim seconded. The minutes were approved as presented.

**Treasurers Report:** Steve reported from Terry's email that the checking account balance was \$2,797.25 and that we have yet to receive the upcoming Know Your Property sponsorship funds. Steve continued that Cora had requested \$600 for airfare, \$200 for hotel, and \$180 for registration at the Spring Forum and that the forum funds were already approved as a budget item. Tim made a motion to accept Cora's invoice as submitted for the Spring Forum and Sharon seconded. The motion was unanimously approved.

### Committee Reports

**Education (Steve Taylor, chair):** Steve reported the following for the spring Know Your Property (KYP) Seminar:

- Sharon and he arranged the Noel Wien Library display with IRWA memorabilia, posters, documents, and other important things, with Sharon providing a summary of the display documents' origin.
- The seminar has been recertified with the Real Estate Commission. Since the new certification period has just begun, we can offer the same title for the seminar if we choose to.
- The seminar should contain a few new presentations from last year.
- Approval is in the works for Real Estate Appraiser certification. The certification costs \$400 and is good for 2-3 years.

The group discussed several ideas for marketing, registration, and general information of the KYP Seminar:

- Reach out to realtors for sure and appraisers pending certification notification.
- Send out flyers to professionals and post them for the general public.
- George will connect with Gene DuVal for possible Real Estate Board sponsorship.
- Steve reported Karen said R & M Consultants may offer sponsorship.
- We have a de facto approval for IRWA course certification since the quality of our previous proposals has always been high.
- Steve said there will be a registration fee only for professionals seeking continuing education credits and that the library only charges a \$50 fee.

The group discussed the KYP Seminar agenda:

- We'll have a panel like last year consisting of Gene DuVal, bank representative(s), and title company representative(s). Sharon recommended we reach out to Gene to see if an appraiser should be part of their panel with possible topics of assessed vs. appraised \$\$ value and what elements value a property.
- Perhaps a panel group of land surveyors, FNSB platting, and FNSB zoning.
- Recommend an Easements panel with Jacquie (GVEA), North Pole utilities, IGU, and GHU.
- Perhaps a Roads & Trails panel with John Bennett.

**Membership (Tim Sprout, chair):** Tim reported the following:

- He sent the chapter's approval notice to Headquarters for Dan Welch and Rich Ackerman.
- Headquarters will notify him about any unpaid members.
- Tim and Sharon discussed Headquarters staff changes.

**Professional Development (Pat Thayer, chair):** Steve said he would reach out to those mentioned at our last meeting for a new chair of Professional Development. Sharon reminded the group of Pat's situation. Tim said it's a tough position due to the change of program tracks.

**Program (Cora Shook, chair):** No report

**Web & Blog (Vacant):** No report

**Nominations (Sharon McLeod, chair):** Sharon reported the chapter bylaws require the nomination request to be sent out at the end of March and we need an election in time for July 1. Tim said we need to schedule a June membership meeting. Steve will get with Cora to schedule a presentation program to talk about membership and the board, and Sharon recommended we have a combination membership meeting/membership drive. Sharon said the annual membership meeting should be in June as a precursor to office installation and that there are steps to decide on the voting process and other procedures.

**New Business:** Steve will work on the Spring Membership Drive. Sharon said we need to specifically invite bosses to explain the value of the organization and to provide a summary of the IRWA mission. George offered that FNSB Community Planning may have new memberships due to his director’s budget report at their last staff meeting. Steve brought up the topic of group membership discounts from employers and institutions given that FNSB is upping its members.

**Old Business:** Steve reported on the 2020 Fall Forum:

- The permafrost tunnel does not provide for public tours. Sharon mentioned that since IRWA is a professional organization that perhaps we would qualify and that she would reach out to her University contacts.
- He reported that Cora said peopled from the Spring Forum were pushing for the Fall Forum to be in September, but he would push back on that month.

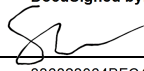
Steve brought up the PowerPoint he sent out regarding the Association Finances summary of benefits, including certifications and travel. He mentioned the availability of a Chase credit card instead of using your personal credit card. Tim said anything that makes Terry’s job easier should be used.

**Next board meeting:** April 15 at Brewsters.

**Meeting was adjourned at 1:00 p.m.**

Minutes Approved \_\_\_\_\_

By: \_\_\_\_\_

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**Steve Taylor, President**