

INTERNATIONAL RIGHT OF WAY ASSOCIATION

Arctic Trails Chapter 71
Executive Board Meeting
January 22, 2021

Call to Order: The meeting was called to order at 3:09 p.m. by the President, Cora Shook, via the Zoom meeting platform.

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

President's Report: Cora reminded of the February 1 deadline for the International Awards nominations. Larry explained that Sharon suggested we table our local awards and that we're now at the sublevel of making nominations to the region for the AIEC awards process. Cora suggested we also table the International Awards as well, and Larry said we should notify Jim and Cyndi that our Chapter declines to nominate due to a lack of activity because of the pandemic.

Approval of the Minutes: Terry recommended we strike the line regarding "Question for Terry Griffin-- did all Chapter 71 members pay their dues?" Larry made a motion to approve the minutes as amended, Terry seconded, and all approved the minutes as amended.

Treasurers Report: Terry reported the checking account balance was \$1,721.86 and that we had received our 4th Quarter incentive bonuses in October. The mailbox has been paid up until August.

Committee Reports

Professional Development (Larry King SR/WA, chair): Larry reported there has been no new professional development activity. His task is to review certificate applications before forwarding to Headquarters. He explained that only the SR/WA requires a capstone test for certification, not the R/WA, and that Francis (HQ) requires a certain format when filling out the certification applications. Cora asked Larry to review her status for either SR/WA or R/W and said she believes she qualifies for the SR/WA. Larry said he recertified for his SR/WA.

Education (George Stefan, chair): George shared the screen to display a chart showing the results of the 2021 Education Course Survey. Larry commented on the requested courses:

- 801/802/803: There's generally an interest in 800 level courses. Dan Beardsley is a good instructor and we should contact him.
- 230 Oil and Gas: It has been well received. Recommends we search regionally for an instructor due to our circumstances.
- 902 Property Descriptions: John Bennett is certified.
- 600 Environmental Awareness: Mike Travis is certified, but he might not waive the instructor fees.
- 421 Partial Valuation: Pat Thayer may be certified.

Steve said you can go to the IRWA website where there's a drop-down menu for searching by instructor name or course under Membership Resources. Steve said Clyde Johnson from Atlanta, GA has shown interest in coming to Alaska where he would travel on our expense but waive the course instructor fee.

Membership (Tim Sprout, chair): Cora reported of our new member, Eve Karczmarczyk. Larry made a motion for the Treasurer to order 20 membership pins from the Website, Cora seconded, and all approved.

Program (Cora Shook, chair): Cora said she has nothing to report but will reach out to members for program ideas.

Website (George Stefan, chair): Jacquie Goss requested George add their GVEA job posting.

Nominations (George Stefan, chair): George shared the screen to show the electronic nominations instructions he was given to use for last year's officer elections. Larry said we may, as a chapter, vote to adopt these instructions. Larry made a motion that under the current CoVID pandemic that we adopt the electronic nominations as shown in Exhibit A for officers, and Terry seconded. George suggested we not require the Chapter Secretary take care of this since he explained how he had just gone through the learning process last year. Larry amended the motion to add "to be completed by the Nominations Committee", Terry seconded, and all approved.

Other Committees: None

New Business: None

Old Business: Switching to CHASE bank. Cora said she believes we decided to stay with our local bank. Terry said she doesn't want to burn bridges and would like to keep it local. Larry said staying local gives us the certain ability to monitor our account whenever we want and that there's security in knowing our ownership of a local account. There was a discussion on who the current account signers are.

Next board meeting: A discussion on meeting dates was had, and all agreed that the 3rd Friday of each month works better from 12:00-1:00pm. Next meeting will be Friday, February 19 via Zoom.

Meeting was adjourned at 3:57 p.m.

DocuSigned by:

Minutes Approved By

Cora Shook

February 19, 2021

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Cora Shook, President