



## Chapter 16 E-Board Meeting Minutes

Friday October 2, 2015

Conference Call

*In Attendance:* Sue Tauber, President; Patty Quinn, Vice President; Betsy Bosiak, Secretary; Lara Bailey; Rick Pino; Mike McParland, Treasurer; Ashley Emerson

I. Welcome: Sue Tauber, President

Sue opened the meeting at 1:00 PM, welcoming all present.

II. Minutes Approved for Last E-Board meeting 8-21-15 via e-mail in August

III. Old Business Sue Tauber

- a. By Laws Lara Bailey & Patty Quinn, SR/WA's
  - i. Ready for Approval at next General Membership Meeting?

Patty is sending the revised by-laws to Eric Finn. Once she receives them back, she will forward to the membership for the November vote.

- IV. New Business
  - a. Review Chapter Financials Mike McParland, R/W-RAC
    - i. Account Status
      - a. Checking
      - b. Scholarship
    - ii. Budget
    - iii. Donation to IRWIEF in name of "Dick" William Avazian of Suffern, NY, died July 14, 2015 at the age of 77

Mike reported that as of September 30, 2015 there was \$9,010.54 in the Scholarship Account and \$13,622.78 in the Checking Account.

Making a donation to the IRWIEF in the name of Dick Avazian was discussed. Patty noted that Lara and she knew his daughter who is an associate member of the Chapter.

**Sue motioned to make a \$100.00 donation to the IRWIEF in memory of Dick Avazian, Lara seconded the motion. The motion passed.**

Patty is to obtain Lisa's address and forward to Mike to acknowledge the donation to her.

b. Education Rick Pino, Education Chair

1. Update on Course progress in Chapter
  - a. Upcoming courses
  - b. Possible NHDOT Courses in the fall or early next year?

Rick discussed that no classes have been scheduled. Rick also indicated he is not getting information from Headquarters regarding Webinars, etc. He wanted to be sure he was identified as the Chapter's Education Chair. Sue will recheck with Bonnie and Tim if necessary and will let Rick know the results of these discussions.

Rick noted Mass DOT would entertain an appraisal class. It would have to be held next spring. He said there is a "no hire" freeze in Massachusetts. He questioned if the freeze included funds for classes also. The classes would be 421 and 431. 12 students would be needed to break even for 421. Course 431 is a one day course that could follow 421 which is four days.

Lara noted that NHDOT was interested in 803 in the spring. She is to contact Trish after the first of the year.

c. Professional Development

Scott Lachance or  
Lara Bailey, SR/WA, PDC Chair

- a. How many candidates do we have and for what designation?
- b. All members who are candidates or interested need to communicate with the PDC Chair
- c. Need list so it can be placed on the website

Lara has not had any contact with Scott. Sue said that Norm still has the files.

Rick asked Lara to explain the IPDC on the International level as he has run into issues as the Valuation Chair. Lara said that it was a good question. She has asked the IEC and HQ to send a letter, but was shot down. She said maybe this was something for the Forum. Lara noted that other people are also asking for clarification as it seems the International PDC is being dissolved. Sue googled the Committee saying nothing comes up.

Rick asked how the IPDC was dissolved as he has tried to contact someone, but does not know who to contact. Lara said the committee members were not told by HQ with the IEC spearheading the effort. She noted they are either not willing or ready to share the information. Lara said there needs to be a fix on what is going on. Lara said she could ask questions again. Rick asked who sets things up now, Lara said certain HQ staff took over and the committee has been told it was not needed.

Rick said items are being sent to him as Valuation Chair to evaluate members' credentials, etc. He does not know most of the people and does not have access to the courses they have taken, he does not know where to begin. Lara indicated Dee had taken over the IPDC and could give Rick answers.

d. Membership

Betsy Bosiak, Membership

- I. How many members?
- II. Any new members since last General Membership meeting?

- III. At the September meeting we had several who would call the new members and see why they joined the chapter

Betsy said there have been no new members since the September meeting. The Chapter has 78 members.

People volunteering to call new members were Betsy Kelly, Patty Quinn and Betsy Bosiak.

- e. Communications
  - i. Website/Newsletter Sue Tauber, Webmaster
    - a. Update – Website update, Calendar of Events update only
    - b. At the September meeting had several interested in doing the Website, BG, Adam Carey & Ally from VELCO with Raven. Need to choose
    - c. This would drop the newsletter and naming the Website The New Englander

Sue said B G suggested just having a Website and no newsletter. Sue noted the need was to find someone who will be with the Chapter for some time. Betsy suggested keeping the newsletter to have more involvement.

It was discussed there is a need to reach out and ask the question. If the Website is kept updated it would be good with a link sent to the membership.

It was suggested to ask B G do membership. Betsy will reach out to B G. Mike will reach out to Derek Roma to see if he would become the Assistant Treasurer. Sue will contact Ally regarding the Website.

- f. Nominations Irene Shannon, Betsy Bosiak  
Mike McParland
  - a. Are there any awards for 2015?

Betsy noted she has not talked to Irene.

Their plan was to nominate Sue Tauber as Professional of the Year for the Region.

- g. Region/International News Rick Pino, Education Chair
  - a. Update on International Education

Who was attending the Forum was noted with Patty, Betsy and Mike planning on attending. Rick is not sure if he can attend.

Rick thought the travel fund budget would be discussed at the Forum. He spoke with Phyllis after her IGC meeting, but had no details.

Betsy asked about the e-mails from Joe regarding the Region Secretary/Treasurer's costs. Mike indicated it cost the Chapter \$500.00 for his expenses at the Fall Forum, he felt it was a waste of the Chapter's money.

Mike did not care about term limits for the position. Lara noted that in the past these expenses were paid out of the Region's general fund.

It was discussed that it was up to the Region going forward regarding term limits and how to continue funding the travel expenses.

Sue noted that the Chapter's by-laws indicated a member should be in for two years and then gone from the leadership. Lara said that gave members a chance to move up.

Rick said Region officers were elected every year. Lara felt regarding the Secretary/Treasurer members would not run against an incumbent. Rick observed the steps should be more versed with the Secretary/Treasurer being a starting point.

Patty has the vote at the Forum. It is a good opportunity for someone to step up in the succession plan. New people do not put their names out as they feel they will not win.

- h. Mini Golf Outcome Lara Bailey, SR/WA
  - a. There will be a 5<sup>th</sup> Mini Golf Classic on July 15, 2015
  - b. Possible one day course the day before

Lara will be working on the course after the first of the year.

- i. Upcoming Meetings/Programs Patty Quinn, Vice President
  - a. 2015-2016 Meetings dates (E-Board and General)
    - I. November 13 – General Membership – Mass DOT or MBTA 9 - 11:30 AM
    - II. February 12 – E- Board – MOUNTAIN LTD office 9 -11:30 AM

Ashley indicated there was a meeting room that could be used at her office for the November 13<sup>th</sup> meeting. She will work on obtaining a speaker.

- b. Region 4 and International
  - I. International Conference – Nashville, TN, June 12-15, 2016
  - II. Fall Forum – Richmond, VA, Oct 8-10, 2015

Mike suggested if you plan to attend the International Conference in Nashville to make your reservations now.

Rick discussed there is a change in that IRWA will not be hosting the Monday night event, but acting as a sponsor as to what the IRWEF is planning.

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|------|-------------------------------|-------------------------|
| V.   | Committee Reports             | <u>Committee Chairs</u> |
|      | a. Nominations & Awards       | Irene Shannon           |
|      | b. Professional Development   | Scott Lachance, SR/WA   |
|      | c. Scholarship                | Norm Twaddel            |
| <br> |                               |                         |
| VI.  | New Committee Chair Positions |                         |
|      | a. Local Public Agency        | Ashley Emerson          |
|      | b. Pipeline                   | Lara Bailey             |
|      | c. Transportation             | Trish Morrison          |

d. Utilities

Betsy Kelly

VII. CoP Chair/Vice Chair Positions

- a. Survey & Engineering
- b. Valuation
- c. Relocation
- f. Asset Management
- g. Environment

John Roberts  
 Rick Pino  
 Mike McParland  
 Betsy Bosiak  
 Patty Quinn

Pipeline was the only Committee discussed. Lara noted that in some states the regulators want to request more information regarding Federal interstate pipelines. They want to be more involved. The regulators want access to the records so they are aware of what is occurring in their state. New Hampshire has passed legislation with regard to this with other states looking at legislation.

Rick heard that the Pipeline Committee wanted to have 421 reworked. Lara has not heard anything, she did say there was a lot of discussion when credentialing was being worked out. It was discussed there is an appraisal course in the curriculum.

Action Items:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**All meeting minutes are posted on the website for review.**

Sue adjourned the meeting at 2:15 PM.

Respectfully submitted,  
Betsy Bosiak, Secretary