

**COLONIAL REGION 4  
FALL FORUM SARATOGA SPRINGS, NY  
OCTOBER 7, 2016 MINUTES**

Chair Douglas Hummel, SR/WA called the Colonial Region 4 Forum to order at 8:00 a.m. on Friday, October 7, 2016 at the Hilton Hotel, Saratoga Springs, NY. The members pledged allegiance to the flag followed by a moment of silence for those who had passed away since we last met.

The Chair welcomed all and noted that an attendance roster was being circulated.

The Chair recognized past region chairs Joseph S. Bottino, SR/WA, Ken Davis, SR/WA, Shelby J. Hicks, SR/WA, Rick Pino, RW/AC, David Wood, SR/WA and Lara T. Bailey, SR/WA. The Chair introduced and welcomed first-time attendees and guests Tim Drennan, of IRWA headquarters staff.

The Secretary called the roll of Chapters and the Chapters Responded:

	Members	Guests	Youths
Pennsylvania Chapter 9	3	0	
Potomac Chapter 14	10	0	
Garden State Chapter 15	2	0	
New England Chapter 16	5	0	
Empire Chapter 18	8	2	
Connecticut Chapter 23	2	0	
Old Dominion Chapter 52	4	0	
Allegheny Chapter 55	2	3	
Delmarva Chapter 56	4	1	
Total	<hr/> 40	<hr/> 6	
Grand Total	46 Attendees		

The Chair recognized the region forum host Chair Tim Magyar who welcomed the attendees to the forum and reviewed housekeeping items for the day.

Region Secretary Joseph S. Bottino, SR/WA polled the body if there were any corrections to the minutes of the Region Caucus held in Nashville, TN on June 12, 2016 that were distributed. Hearing none he requested a motion be made to accept the minutes, motion made by Chapter 56 President Ann Heidrick, SR/WA seconded by Chapter 9 President Frances Karycki and so voted and passed.

Region Treasurer Joseph S. Bottino, SR/WA, reviewed the treasury report of October 7, 2016 and polled the body if there were any questions to the report. Michael McParland, Chapter 16 requested that a treasury report be furnished to the Chapter Presidents monthly. A discussion followed his request and Chapter 55 President Jeff Milligan made a motion that a treasury report is furnished to the Chapter Presidents quarterly, motion seconded by Chapter 18 President Chad Stropp, and so voted and passed. A motion then

was made by Chapter 55 President Jeff Milligan to accept the treasure report of October 7, 2016 motion seconded by Chapter 9 President Frances Karycki motion voted on and was passed.

Chair Douglas Hummel, SR/WA reviewed the structure of the IRWA and the make up of the organization. RE: The International Board of Directors elects IEC, IGC composed of the IEC and Region Chairs, Board of Directors composed of IEC, Region Chairs and Vice Chairs and Chapter Directors, Chapter E-Boards composed of Chapter officers and committee chairs. A discussion followed on the roles of these IRWA committees and boards.

The Chair recognized Region Vice-Chair Craig J. Curtis, SR/WA who recently attended a meeting of Region Vice-Chairs in Chicago. Vice Chair Curtis introduced a communication model. The background to the model: who needs to know, who needs to be involved, and who needs to find out. A discussion followed his presentation.

Region Chair Douglas Hummel, SR/WA, opened the floor for a discussion on Associations priorities for 2017 – 2019. He reported that the new Australian Chapter would be chartered soon. He mentioned that there was a discussion about renaming Right of Way Magazine to be better understood globally. In that IGC discussion, several commented that members in their region had remarked that we might need to discuss renaming the association down the road. We are sending Instructors to Saudi Arabia and they are still in the process of becoming a Chapter. He spoke on his presentation in England.

The Chair introduced Derrick Roma Region YP Rep. Derrick spoke on the program of the Yps and the need for mentors and Chapter Reps. Lara Bailey had worked on an International Mentor Program in the past she gave some insights on how the group should work on this project. Derrick requested the Chapters Presidents to appoint a Chapter YP rep and provide that info to him. The young professionals in attendance made Derrick know they are committed to working on establishing a vibrant YP group in Region 4. Frances Karycki, President Chapter 9 mentioned that she had been contacted by someone regarding participating in the program and when she replied to the request she was told that she was not needed. A couple of the other Yps in attendance recounted similar encounters with the YP program. The contact that Frances and others were talking about was a request from the YP leadership looking for interest in being the Region 4 YP Rep. By the time they responded, the YP leadership had chosen someone else. However, poorly the emails were written or handled, it was not someone telling them that their participation in the “Group”, not “program”, was not needed.

The Chair reviewed action items and decisions from the IGC meeting on 9/2/2016 in San Diego. New Purpose, New Mission, the length taken courses would be available for credit towards SR/WA, the dissolving of Chapter 39A, the difference between COPs and International Committees. COPs to help putting on Symposium at Region Forums. Chapters bidding on holding the conference will only bid three years out and not five as in the past.

The Chair recognized Rick Pino, Board Member of the Education Foundation who spoke on the Monday Night in Nashville and that it was such a great success that they will continue to have them at Conference. Rick spoke on the funding available to Chapters to put on Symposiums at Forum. The proceeds from this venue have not been decided but will likely be split between Host Chapter and Region. The first sponsored symposium will be held at the Region 4 Spring Forum in Baltimore.

The Chair recognized Region Vice Chair Craig J. Curtis, SR/WA once again who spoke on the Chapter Education planning process. He would like to re-establish the 3-year Region Education Plan, so that Chapter can assist each other and their members in the education journey to designation. He requested the Chapter Presidents to furnish him the email address of their Chapter Education Chair and to please submit a draft of their program to him by November 30, 2016. He will also furnish the chairs the education power point presentation for their use. He noted the Chapter Back Stop Program to assist chapters pointing course with low attendance as not to lose any revenue and still put the course on.

The Chair introduced the newly appointed Region Rep to the International Nomination and Election Committee Ida Parrett, SR/WA she reminded all to please submit nominees for the Region Professional of the Year Award. She gave an up-date on the various Awards presented by the Association.

The Chair explained to the chapter presidents that he wanted to have the Region S/T submit a draft of the minutes for both forums and the caucus within 45 days of the meeting. He asked for a motion, which was made by Chapter 16 President Patty Quinn and seconded by Chapter 9 President Frances Karycki motion was voted on and passed.

The Chair called upon Rick Pino, RW/AC, Lara T. Bailey, SR/WA and Vice Craig J. Curtis, SR/WA representatives of the Region Travel Fund. They submitted for the Chapter Presidents approval the Revised Region Travel Policy. After much discussion a motion submitted by President Chapter 9 Frances Karycki, and Seconded by President Chapter 14 Peter Clark, to accept the Revised Region Travel Policy was voted on and past.

The chair reviewed the future forum calendar.

**Future Region Forum**

Spring 2017 – Potomac Chapter 14

Fall 2017 – Connecticut Chapter 23

Spring 2018 - Philadelphia Chapter 9

Fall 2018 – New England Chapter 16

Spring 2019– New Jersey Chapter 15

Fall 2019 Pittsburgh Chapter 55

Spring 2020 Virginia Chapter 52

Fall 2020 Delmarva Chapter 56

Adjourn – Motion made President Patti Quinn, Chapter 16 and seconded by Ann Heidrick, SR/WA President Chapter 56 moved. Meeting adjourned at 4 PM.

Attest, Secretary

Joseph S. Bottino, SR/WA