



Chapter 16 E-Board Meeting Minutes

Friday May 13, 2016

Pease Development Authority
55 Industrial Drive
Portsmouth, New Hampshire

In Attendance: Patty Quinn, Vice President; Betsy Bosiak, Secretary; Lara Bailey; Ashley Emerson; Derrick Roma; Via Teleconference: Rick Pino; Sue Tauber, President; Betsy Kelly

The meeting was opened at 9:15 AM.

1. Slate of Officers Clear
2. How to disseminate ballot?

Patty Quinn
Irene Shannon

The slate of officers to be voted on in June was reviewed. Irene and Betsy B. will verify the ballots are correct. Patty noted she has been on the headquarters' website and the officer responsibilities are out of date.

3. Newsletter Chair?

Betsy/Ally Brown

Derrick and Betsy B. will work on an August newsletter. Articles from the various committees were requested. Patty noted that the Ohio Chapter had just spent \$1,000.00 to update their social media sites. It was also suggested to purchase publisher for the newsletter. Derrick was an advocate of Website updates and a quarterly newsletter.

4. International Conference Planning? Lara approved Intl. Director Patty Quinn

Lara was approved as a Director for the Annual Conference. Rick, Mike, Lara and Patty will be attending the conference.

Lara asked about funding from the chapter for the Directors. Patty thought the chapter normally bridged what an employer did not support. Lara noted she did not have any company support. Patty felt this could be discussed after the new officers were installed.

Meeting suggestions:

It was discussed having a meeting at a restaurant or other site. Betsy K. noted one of the issues with having a meeting at a restaurant was the chapter had to guarantee a minimum number for a restaurant and we were not always meeting the number.

Lara returned to discussing money for the Directors at the Annual Conference. She suggested the Chapter consider covering the registration for the e-board members attending in the future.

Derrick discussed the Young Professional Meeting and thought he would attempt to attend that event.

Rick suggested costs be included in the annual budget as future forums and conferences have been scheduled. It was noted costs for Alaska would be approximately \$5,000.00. It was discussed to base support on what the e-board projects for the future, but not to set a standard. Ashley thought this should be discussed when Mike was present as treasurer.

Lara wanted to do a vote before this year's conference, Ashley suggested doing similar support as last year.

Patty suggested sending an e-mail to the e-board asking to what extent they would like to support the Directors.

5. Spring Forum Recap

Patty/Betsy/Lara/Rick

Rick, Patty, Betsy and Lara attended the Spring Forum. Betsy noted that Sue was awarded the Regional Professional of the Year.

Sue noted that our Chapter is the only chapter to not donate to the Region travel fund. It was noted discussion occurred at the forum to possibly merge the Region's general fund and the travel fund.

Rick noted the Region needed to generate \$5.00 a member as income. He noted the Region needed to discuss how to generate income.

Patty asked if Headquarters was trending toward supporting the Secretary/Treasurers at events at the Regional level. Lara noted the hosting chapter had to fund the Secretary/Treasurer at the forums. Rick noted the only event the Regional Secretary/Treasurer's needed to attend at the annual Conference was the Region Caucus.

Betsy K. noted the people who carry the vote are the most important to attend the events.

Rick noted that \$4.00 a member for a Chapter our size would be a lot. It is a small amount based upon what the Region is trying to cover.

Derrick asked where the Chapter dues were set. It was discussed the chapters set their dues with Chapter 16 dues set at \$20.00. Discussion ensued to potentially increase the dues. Rick suggested putting an increase out to the membership at the next general meeting.

Betsy B. asked when/where the Region Forum minutes were posted. Rick noted they should be on member fuse. It was discussed those minutes should be available. Betsy K. asked how soon the Region Forum minutes were out. Rick noted usually just before the next Forum. Betsy K. noted that is an issue as the Chapters may not have the information they need. It was discussed they should be out within a couple of weeks of the Forum.

Chapter Dues:

It was noted that Chapter 16's dues are on the higher end. It was discussed if members would support an increase. Lara suggested putting an article in the newsletter regarding member expenses.

Betsy B. noted the dues were reviewed a couple of years ago with it being determined to not increase them. Lara noted that Headquarters would be increasing the membership dues every two to three years.

6. Chapter 23 Conversation and follow-up

Patty Quinn

Patty discussed she had approached Stu Clark at the Spring Forum. He indicated she should wait to discuss this with the new leadership. It was noted Chapter 23 has lost membership. Patty felt the conversation warranted discussion. She suggested having the August e-board meeting joint in Sturbridge. Derrick noted that Chapter 23 liked to do its own thing. Support of members from Connecticut DOT was discussed. Derrick noted they are holding a lot of NHI courses. Trish noted NHI does not have a lot of right of way courses.

Irene asked what Chapter 23 had to offer us. Patty noted it would help us with membership. She has employees (Percheron) that she is suggesting they wait to join IRWA until after the merger and then join Chapter 16. Trish noted that merging may bring up the numbers, but not increase quorums or meeting attendance. Patty thought a joint chapter could concentrate on two quality general meetings a year.

Betsy K. noted in her 30 years of being in the Chapter, it has been noted that this is the most geographically challenged area. She noted we had to have meetings in each state to play to the people who attend. She noted adding a 6th state would be a challenge.

Lara noted if Chapter 23 only has 17 members then Headquarters will shut it down with Chapter 16 absorbing the members. Betsy K. asked our risk; Patty noted Headquarters is looking at active members.

Betsy K. noted New England is different from the rest of the country. She noted if they tried to stretch us members would go to other chapters and that would not be a good move politically for the organization.

Rick also noted that if a chapter is lost then a vote would be lost. It would be stronger to have 4 votes as current at the conference. He noted we could continue to have a discussion and can set up a meeting. He noted we could do cross marketing, but we needed to take care of business at home. Betsy K. indicated this should be a part of a region discussion.

Ashley asked how many people are associates in Connecticut. She noted we have members that go to Connecticut. Trish noted many members are not able to travel. Ashley noted Headquarters does not market on State levels. She did not want to isolate New Hampshire as they were the only ones doing education.

Derrick suggested an event closer to Chapter 23. He noted they have 4 members from Rhode Island who are isolated as well. Trish suggested encouraging members from Rhode Island to join Chapter 23.

7. Education Planning

Rick/Lara
Trish Morrison

Rick noted that Course 421 would be held in July at NHDOT. He is working on setting up Course 803 in August, but is waiting to hear from Headquarters. Rich will try to get this course certified for legal CU's. Trish will look into this also.

Lara asked who was coordinating Course 803 and volunteered to do so. Trish noted she would have 3 to 4 attendees. Betsy K. noted that massive marketing was needed. She suggested moving the time out to the middle to end of August.

Derrick noted there were 14 or 15 people signed up for Course 421. He has sent notices to Maine and Massachusetts DOTs. Rick asked who the Education Chair was in Connecticut. Derrick noted the course is not approved in Connecticut or Rhode Island, but will reach out to those members.

Trish noted there would be an NHI course at NHDOT from May 23 to 26. She invited members to attend.

8. Membership

Betsy Bosiak

Betsy noted there have been no new members since the last meeting. She reviewed the membership list recently received from Headquarters.

9. New Leadership Logistics

Sue Tauber

It was noted there was not anything new for leadership at this time.

10. Mini Golf Event

Lara Bailey

It was noted that David Layne would be conducting a seminar "Depreciation, It's for Real" on Thursday evening. The cost is \$35.00 and includes dinner.

11. Fall Forum

The Fall Forum will be held in New York. Information is available for members interested in attending.

12. Committee Interest:

Group Discussion

If anyone has interest in a committee, please discuss with the Chairman. Derrick encouraged highlighting two committees in the Newsletter.

Trish suggested adding the list of LPA classes in the Newsletter.

13. June 3 General Membership Meeting: Flyers Distribute

Patty noted Percheron would be sponsoring the speaker on Drone usage for utilities. She also noted the new Right of Way Magazine had an article on the subject. Patty will be sending flyers to various engineering firms also. Betsy B. will send postcards to members.

14. Calendar of Events Planning

June 3 General Membership meeting at NHDOT

June 11-15 International Conference Nashville TN

July 15 Mini-golf outing and Dave Layne presentation Westford MA Lara Bailey
(Invite Chapter 23)

July 25-29 Course 421 The Valuation of Partial Acquisitions NHDOT Concord, NH

August 12 E-Board meeting? Sturbridge MA area? Invite Chapter 23?

September 9 General membership meeting sponsored by VELCO at White River Junction, VT

October 5-8 Chapter 18 Fall Forum Saratoga Springs NY: Flyer

October 14 E-Board meeting (Fall Forum recap) NH

November 11 General membership meeting: Portland Maine? Speaker Derrick?

December 9 E-Board meeting teleconference option?

January 13, 2017 General membership Pease NH Speaker Derrick?

February 10 2017 E-Board meeting Area Franklin MA?

March 10 2017 General membership meeting? Speaker PQ, BB, DR?

April 13-14, or 20-21, 2017 Region 4 Spring Forum Chap.14?

April 14 2017 E-Board meeting NHDOT?

May 12 2017 General Membership meeting : Elections? Speaker PQ, BB, DR?

June 11-14, 2017 Intl Conference Anchorage AK

June 24-27, 2018 Intl. Conference Edmonton AB

June 9-12,2019 Intl. Conference Portland, OR

Oct. 12-13 or 19-20, 2017 Chap. 23 Fall Forum Cromwell CT area

April 2018 Chapter 9 Spring Forum

Oct. 11-12 or 18-19, 2018 Chapter 16 Fall Forum

15. Additional Business?

Rick noted Headquarters has asked the Valuation CoP to hold a valuation symposium at the regional forums in the Spring of 2017. They also want something on the east coast.

The meeting was adjourned at 12:14 PM.

All meeting minutes are posted on the website for review.

Respectfully submitted,

Betsy Bosiak, Secretary