**2020 September Board Meeting – Minutes**

Monday, September 14, 2020, 4:00 PM – 6:00 PM – Microsoft Teams Meeting



## OFFICERS PRESENT

|  |  |  |
| --- | --- | --- |
| **President** | **Kevin M. Jennings, RWA** | X |
| **President Elect** | **Rick Nichols** | X |
| **Vice President** | **Natalie R. Hess, RWA** | X |
| **Secretary** | **John C. Harrison, SR/WA** | X |
| **Assistant Secretary** | **Caitlynn Nagle** |  X |
| **Treasurer** | **Jennifer D. Murray, SR/WA** |  |
| **Assistant Treasurer** | **Tracy M. Jones** |  |
| **International Director 1st Year** | **Cynthia Schaffer** | X |
| **International Director 2nd Year** | **Drew Gilmore** | X |
| **Membership Chair** | **Courtney J. Willis, RWP** |  |
| **Professional Development Chair** | **Shirley A. Oney, SR/WA, R/W-NAC** |  |
| **Education Chair** | **Beckie Shaw, RWA** | X |
| **Advisory Board (past President)** | **Kristina L. Breeding, SR/WA** | X |
| **Advisory Board (past President)** | **Mark R. Edgington** | X |
| **Advisory Board (past President)** | **Christine Deacon** | X |
| **Advisory Board (past President)** | **Michelle Agostinelli** | X |

**Additional Attendees:** Albano Mahilaj, Dan Bucan, Gerald Trout,

**Call to Order:** Kevin Jennings **Date:** 9/14/2020 **Time:** 4:04 PM

**Finance Report** –



**New Business**

* Remaining 2020 Chapter Seminars all Virtual
	+ September – Survey Day, Tuesday, September 15
		- Registration: mid 40s
		- 4 ½ CLE
	+ October – Appraisal Day, Tuesday, October 20
		- date and presenters need to be finalized
	+ November – Law Day, Tuesday, November 10
		- Final presenter being coordinated
	+ 2021 Seminar Planning
		- Kevin Jennings to contact Jennifer Murray about following up with Der Dutchman about tentative 2021 Seminar dates, possibility of resuming in-person seminars.
* Region 5 Fall Forum being moved to Virtual – What platform is better?
	+ Dan Bucan reported there will be a leadership call Wednesday. Microsoft Teams will be utilized
	+ HQ is aware and will provide support
	+ Fall Forum: after Wednesday’s call, a save the date email will be sent for the last week of October event.
* Region 5 Spring Forum being moved along to Illinois
	+ Ohio to host 2021 Fall Forum
		- Discussion around possibility of holding event at Cedar Point the first weekend in October & inviting Region 4
* Region Information
	+ International is understandably concerned about the San Antonio - 2021 International Education Conference, and possible company guidelines of attendees that would restrict attendance. International is planning to have both in-person and virtual capabilities for those interested.
	+ Diversity Taskforce: no update to provide
* New Members
	+ Kevin to follow up with Courtney Willis, Membership Chair
* Transportation Committee
	+ Albano “Bano” Mahilaj volunteered to represent the chapter
	+ Board to bring up committee during Tuesday’s seminar to attract additional participation
	+ Bano offered to take on additional responsibilities to help coordinate future chapter Transportation Seminars
* IRWA Call for Awards – do we need to start working on these for 2021 (deadline believed to be end of January of calendar year)
	+ Employer of the Year
	+ Chapter of the Year
	+ Young Professional of the Year
	+ Website of the Year

##  International Director Report:

no update provided

**Reports & Updates**

## Committees and members:

* Professional Development (2)

Chair: Shirley Oney oneys@bceo.org

Member:

Member:

Action Items/Comments:

* Debra Wheeler – Approved – RWP 8/21
* Eric Chianese – Approved – RWA 8/13
* Michelle Agostinelli – application pending – RWP
* Cleveland 2022

Co-Chairs: Dan Bucan and Kristina Breeding

Action Items/Comments:

* logo draft, review, rank & select
* Destination CLE – limited staffing currently, but a call is scheduled. Events at the convention center are not being scheduled for 2021 with it currently closed.
* Sponsorship Levels – Dan will get information out to the board
* Dan and Jade are planning to talk soon to discuss responsibilities of International and the chapter.
* Education (3)

 Chair: Beckie Shaw rshaw@nisource.com

 Member: Andy Glassmeyer andrew.glassmeyer@duke‐energy.com

 Member: Gerald Tout gtout@martin-woodappraisal.com

 Member: Kate Mensi kmensi@nisource.com

Upcoming Events:

* Beckie attended the virtual education seminar
	+ to get an email out about chapter membership attendance
	+ nothing currently planned for 2021, but can advise HQ of chapter’s interest in possible courses
* Membership & Public Relations (2)

Chair: Courtney Willis courtneywillis@nisource.com

Member: Christine Deacon cdeacon@opc-ohio.com

Action Items/Comments: no update/nothing provided

* Public Relations

Chair: Tom Schaffer tschaffer@aep.com

Action Items/Comments: no update/nothing provided

* Special Awards (Vice President)

Chair: Natalie Hess Natalie.Hess@duke-energy.com

Action Items/Comments: no update/nothing provided

* Meeting Arrangements and Registrations (Assistant Treasurer)

Chair: Jennifer Murray jennmurraysrwa@gmail.com

Member: Christine Handyside christine.handyside@percheronllc.com

Action Items/Comments: Kevin Jennings to follow up with Jennifer to get some tentative 2021 dates set up with Der Dutchman

* Social Media

Chair: Jennifer Murray jennmurraysrwa@gmail.com

Action Items/Comments: no update/nothing provided

* Young Professional

Chair: Judy Downs

Member:

Member:

Member:

Action Items/Comments: Currently being set up, getting feedback as to what the group would like to see from the chapter

* Surveying

 Chair: Rick Nichols RNichols@mcgillsmithpunshon.com

 Member:

Member: Mike Schutz mschutz@metroca.net

Action Items/Comments:

* + Tuesday’s Seminar:
		- Kevin Jennings to run, Rick to handle question & answer
		- A test run was conducted last week, and will do the same for the Appraisal Day seminar
		- Reminders – mute microphones, questions to be submitted through the Microsoft Teams chat feature, participants to enter their credential/license #

* Utilities

Chair: Eslie Shaw Eslie.Shaw@duke-energy.com

Member: Ryan Turner rturner@orcolan.com

Action Items/Comments: working on presenters & topics

* Continuing Education

Chair: Natalie Hess Natalie.Hess@duke-energy.com

Member:

Member:

Action Items/Comments: no update/nothing provided

* Valuation

Chair: Gerald Tout gtout@martin‐woodappraisal.com

Member:

Member:

Action Items/Comments: no update/nothing provided

* Website

Chair: Kevin Jennings Kevin.Jennings@duke-energy.com

Member: Angie Pick angie.pick@percheronllc.com Member: Mike Schutz mschutz@metroca.net Member: Albano Mahilaj amahilaj@dlz.com

Action Items/Comments: Website to be updated on Appraisal & Law seminar dates finalized

**Meetings and Seminars**

 January 13, 2020 – Board Meeting

January 14, 2020 – Utility Day – Jenn sent out e-mail blasts and registrations are strong

 March 9, 2020 – Board Meeting

March 10, 2020 – ODOT Day

 April 24-25, 2020 - Region 5 Spring Forum, Green Bay, WI (virtual)

 May 12, 2020 – Appraisal Day **(POSTPONED)**

 June 21–24, 2020 - International Education Conference, Minneapolis, MN **(CANCELLED)**

 July 13, 2020 – Planning Session (virtual)

 September 14, 2020 – Board Meeting (virtual)

September 15, 2020 – Survey Day (virtual)

 October 19, 2020 – Board Meeting (virtual)

October 20, 2020 – Appraisal Day (virtual) **(RESCHEDULED DATE)**

 October 23-24, 2020 – Region 5 Fall Forum, Green Bay, WI

 November 9, 2020 – Board Meeting (virtual)

November 10, 2020 – Law Day (virtual)

 Other Chapter Christmas Parties

**Meeting Adjourned** by Kevin Jennings, 5:08 PM