



X	President & One Year Director: Erin Newberry	X	Treasurer: Georgia Snodgrass
X	Vice President & Two Year Director: Christie Saenz	X	Secretary: Matthew McGee
	Education Chair: Joyce Labus	X	PDC Chair: Yvonne Long
	Young Professional Chair: Brad Bujan		Awards & Nomination Chair: Mark Schulze
	Membership Chair: Kyle R. Schroeder	X	Members: Chris Fails, Jeff Ratliff, Margarita Ayala, Denise Skinner

Members who attended are marked with an "x"

Call to Order: Meeting called to order by Erin Newberry at 11:30 pm

Previous Meeting Minutes: Minutes from October 6, 2016 were previously e-mailed to all board members and copies were provided at this meeting. Christie Saenz motioned to approve the minutes and Georgia Snodgrass seconded the motion. The motion passed unanimously by those at the meeting.

OFFICER AND COMMITTEE REPORTS

Region 2 Update:

2017 Spring Forum: Christie Saenz informed the board that the rooms are "open" and that agenda has not been published for meeting on April 5-7, 2017 in Tulsa, Oklahoma.

2018 Spring Forum – Hosted by Chapter 39: Christie reminded everyone that this forum will be in conjunction with the transportation symposium. Chapter 39 would be responsible to host a social event during the forum.

Treasurers Report: Georgia Snodgrass provided an update that the chapter has a checking account balance of approximately \$43,000, but some of these funds will be sent to Chapter 79 as their part of the Eminent Domain Seminar held in September. Erin Newberry and Georgia met with Wells Fargo on November 2nd to discuss fees associated with operating a charge device or link to make payments. The chapter would have to agree to rent the device for four years and pay for the insurance at approximately \$40 per month. Another option to look into is the device supported by Apple.

Education Committee: No updates.

Membership Committee: Erin Newberry informed the board that the chapter was gaining one new member.

Professional Development: Erin Newberry informed the group that the requirements to be a course coordinator.

Erin forwarded copies of the Leadership Call agenda and documents to all board and committee members.

Young Professional Committee: Erin Newberry provided the update that Chapter Bowling Social held on October 27th went great. Pictures are posted to the chapter's website. Joe Newton would receive the bowling pin award for the highest score of the night.

Website Updates: Erin Newberry provided the update that all education courses have been updated on the chapter's website.

NEW BUSINESS

December Chapter Meeting: Erin Newberry informed the board that RMO would like to sponsor a chapter meeting to be held in Corpus Christi, Texas on December 2nd.

Next Chapter Meeting: Erin Newberry discussed canceling the chapter meeting in December and having chapter members bring food to donate to the San Antonio Food Bank. Jeff Ratliff volunteered to look into the details of having the San Antonio Food Bank drop of a food drum for the November chapter meeting. As a result, Christie Saenz motioned to cancel the scheduled December chapter meeting. Erin Newberry seconded the motion. Erin Newberry also stated that she would like the chapter to donate to Chapter 74's Blue Santa event by using the booth raffle item, the margarita basket, as a donation.

Adjourn: Meeting was adjourned by Erin Newberry at 12:06 PM

Minutes prepared by IRWA Chapter 39 Secretary, Matthew McGee and reviewed by IRWA Chapter 39 President, Erin Newberry for approval by the IRWA Chapter 39 Board of Directors at our next Board Meeting scheduled for January 5, 2017 at 11:30 am.




Matthew McGee



Date



Erin Newberry, ARWP, RW-NAC



Date