



Board Meeting Minutes
Thursday, April 10, 2017
AECOM
233 N. Pecos, Suite 428
San Antonio, Texas 78207

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

Members who attended are marked with an "x"

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Call to Order: Meeting called to order by Erin Newberry at 11:35 pm

Previous Meeting Minutes: Minutes from February 1, 2017 were previously e-mailed to all board members and copies were provided at this meeting. Erin Newberry motioned to approve the minutes and Matt McGee seconded the motion. The motion passed unanimously by those at the meeting.

OFFICER AND COMMITTEE REPORTS

Region 2 Update:

2017 Spring Forum (Tulsa, Oklahoma, April 5-7): Erin Newberry provided a brief recap of the meeting.

2017 International Education Conference (Anchorage, AK, June 11-14): Erin Newberry informed the board that Teri Morgan would be sending David Sinclair's Alaska presentation to the chapter.

2017 Region 2 Education Seminar (College Station, TX, August 3-4): Erin Newberry informed the board members that Housman & Associates had confirmed dates, but the class has not been scheduled. The board will need to determine how much was donated for the chairs reception and golf tournament.

2018 Region 2 Spring Forum and International Electric & Utilities Symposium (San Antonio, TX, TBD): Erin Newberry informed that the board will want to have a call with the Utilities Committee to help develop an agenda after Anchorage as that is when the International Industry Committees receive their budgets for 2017-2018. We will also need to include June Housman on the call as she may have to revise the RFQ she has already sent out to local hotels.

Treasurers Report: No Update.

Education Committee: Erin Newberry informed the board that Course 600 had been cancelled and Course 603 was changing instructors. Erin stated the Region Education Committee is looking to hold Course 102 and Course 225 in College Station and Course 218 (new course for Electrical Transmission Projects) in San Antonio in conjunction with the 2018 Spring Forum/International Electric & Utilities Symposium.

Membership Committee: Kyle Schroeder updated the board that is more than likely the chapter will not make the member retention incentive. Erin asked Kyle to go back and see if there are any members that haven't renewed and to reach out to them. Erin and Kyle both believe, but will verify, the chapter will make the 5 – 10% membership increase incentive. Christie Saenz discussed what other chapters in Region 2 do to assist with membership retention.

Professional Development: No updates.

Young Professional Committee: Erin Newberry stated she believed Brad Bujan was planning on holding another happy hour on July 24th between Course 503 and Course 505 and was looking in to another Top Golf event.



Chapter Nominations and Elections: Erin Newberry discussed the need to have the ballot template for the April chapter meeting. Mark Schulze has received nomination applications for Employer of the Year, Professional of the Year and Young Professional of the Year and his committee will be meeting to review the nomination packets. The awards ceremony will be in conjunction with the new Board of Directors Induction Ceremony in May.

Website Updates: Erin Newberry provide our website administrator, Young Concepts, with the dates for College Station Seminar. Christie Saenz asked Erin to ask the administrator to provide a cost to add a registration and a "Who's Attending" link to the luncheon RSVP page. Currently that page is the calendar so we may need to create a separate page entirely for lunches and events. Erin will discuss with Young Concepts.

NEW BUSINESS

Chapter Newsletter: Erin Newberry stated Matt Eckmann has created the template for the newsletter and still needs to provide a President's Report.

Chapter Logo: Erin Newberry presented the finalized logos for the chapter.

Chapter By-Laws: Erin Newberry informed the board that Headquarters has finalized their new by-laws. Christie Saenz stated Chapter 39 needs to modify existing by-laws to allow for electronic voting and to discuss the possible addition of chapter dues.

May Chapter Meeting: Erin Newberry asked for help with planning the raffle items for the May Meeting. Erin asked board members for ideas of great giveaways for our members. Erin is going to follow up with Georgia to see what has been spent the previous three years. Please send out your raffle/gift ideas as soon as possible!

Adjourn: Meeting was adjourned by Erin Newberry at 12:45 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 May 8, 2017 at 11:30 am.

Not Present 5/8/17

Matthew McGee

Date

Erin Newberry

Erin Newberry, ARWP, RW-NAC

5/8/17

Date