



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

Members who attended are marked with an "x"

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**Call to Order:** Meeting called to order by Erin Newberry at 12:10 pm

**Previous Meeting Minutes:** Minutes from January 5, 2017 were previously e-mailed to all board members and copies were provided at this meeting. Chris Falls motioned to approve the minutes and Christie Saenz 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): Christie Saenz informed the board that the Chapter is still looking and needs to provide speaker from a local public agency for the College Station meeting.

2017 International Education Conference (Anchorage, AK, June 11-14): Christie Saenz informed the board that if you are attending to make sure to purchase airfare tickets before prices increase. Also, registration needs to be completed before March 1, 2017.

**Treasurers Report:** Georgia Snodgrass provided an update that the chapter has a checking account balance of approximately \$37,996 as of January 30. This balance will decrease as payments for air travel and registration for the upcoming Spring Forum and International Education Conference.

**Education Committee:** Joyce Labus informed the members that eight individuals had signed up for Course 803. Joyce is also working on scheduling the courses for the remainder of 2017.

**Membership Committee:** Erin Newberry updated the board that Chapter 39 currently has 35 current members that have not renewed their membership for 2017. The Chapter is working hard to achieve 90% renewal by April 2017. If the chapter does not obtain the 90%, we lose a free registration to Alaska.

**Professional Development:** No updates.

**Young Professional Committee:** No updates.

**Chapter Nominations and Elections:** Erin Newberry discussed with the board that we need to get with Mark Schulze to get the nomination applications sent to the chapter so nominations can be announced at the February chapter meeting and voted on at the April meeting.

**Website Updates:** Erin Newberry discussed with the board that she is working with Keela to update the website. The updates will include a president's page and updates to the "Member Spotlight" that will be changed quarterly.

**NEW BUSINESS**

**April/May Luncheon:** Erin Newberry discussed we are going to have to hold the April and May chapter luncheons at the Quarry Golf Club because of the increased member attendance.

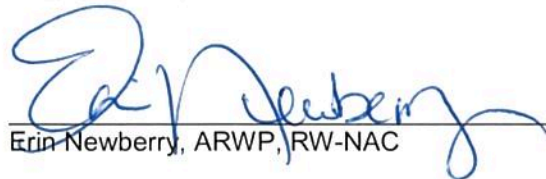
**Chapter Nominations:** Erin Newberry discussed that Mark Schulze needs to assist with distributing nomination forms out to the chapter so that a member/company award at the May luncheon.

**Adjourn:** Meeting was adjourned by Erin Newberry at 12:53 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 April 10, 2017 at 11:30 am.

  
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Matthew McGee

4/10/2017  
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Date

  
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Erin Newberry, ARWP, RW-NAC

4/10/17  
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Date