



**Board Meeting Minutes  
Monday, May 8, 2017  
AECOM  
233 N. Pecos, Suite 428  
San Antonio, Texas 78207**

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

Members who attended are marked with an "x"

**Call to Order:** Meeting called to order by Erin Newberry at 11:40 am

**Previous Meeting Minutes:** Minutes from April 10, 2017 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 International Education Conference (Anchorage, AK, June 11-14): Erin Newberry informed the board that volunteers are needed to help the committee in Anchorage.

2017 Region 2 Education Seminar (College Station, TX, August 3-4): Erin Newberry informed the board members that room block has not been opened yet and the website should be active on June 1, 2017. Donations were discussed for the Chairs Reception and the Golf Tournament. Christie Saenz made a motion to donate \$500 for the Chairs Reception and Erin Newberry econded. The motion passed. Georgia Snodgrass made a motion to donate \$300 to sponsor a hole at the golf tournament and Kyle Schroeder seconded. The motion passed.

2018 Region 2 Spring Forum and International Electric & Utilities Symposium (San Antonio, TX, TBD): Erin Newberry informed the Board that the International Electric and Utilities Committee would be sponsoring the symposium and that the Chapter and Region would work with Housman and Associates to plan. Course 225 was discussed being held at the spring forum. The schedule for the forum would be the Symposium on Day 1 (Wednesday), class on Day 2 (Thursday) and Forum on Day 3 (Friday)

**Treasurers Report:** Checking Account balance is \$36,764.91

**Education Committee:** Joyce Labus informed the Board that course 603 was moving locations to Hollywood Park and course 600 has been cancelled. The Chapter will be hosting Course 502 in June, Courses 503 and 505 in July and Courses 901 and 902 in October. Joyce Labus also discussed the ED Seminar which will be held on September 8, 2017 and informed the Board that the Speakers had been lined up and that this year Credit Cards will be accepted. The fees for this year's ED Seminar will be \$125.00 (Cash) or \$130.00 (Credit Card).

**Membership Committee:** Kyle Schroeder updated the board that a new member has joined (Cindy Hudler) and that April 15<sup>th</sup> was the membership deadline and he would reach out to Headquarters to get an updated list.

**Professional Development:** No updates.

**Young Professional Committee:** Brad Bujan informed the Board that he was looking into another Top Golf Outing looking at the best day and time to host. A discussion was also had regarding the potential to have a joint event with Chapter 74 in Austin, possibly tubing in New Braunfels.



**Chapter Nominations and Elections:** Erin Newberry discussed that the newly elected officers will be inducted at the May meeting and Denise Skinner would do the inductions. The plaques for the luncheon have been ordered.

**Website Updates:** Erin Newberry informed the board that she is working on updating the Education Page as well as the Calendar and Sponsors pages. Looking into adding an RSVP link for the meetings and potentially a link to show who's attending. Erin is also working with the Website Administrator to see if the Square App can be added to the website to be able to take online payments for meeting participants.

**NEW BUSINESS**

**Chapter Newsletter:** Erin Newberry stated that she is working on her president's message and that a newsletter should be coming out soon.

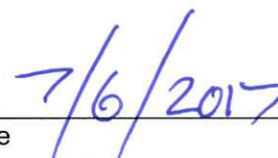
**Chapter By-Laws:** Christie Saenz presented a report to the Board referencing the Dues that other Chapters in the Organization pay. Average (\$19.15), Maximum (\$50.00), Minimum (\$5.00) and most common (\$20.00). The board discussed and agreed that no motion would be made to change the existing Chapter dues which are currently \$0.00. Discussion was also had regarding potentially changing the by-laws to coincide with Headquarters. The discussion was tabled so the Board could review the existing and proposed by-laws further.

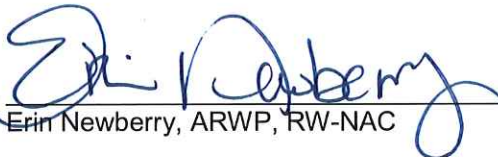
**Chapter Luncheon Charges/Fees:** Christie Saenz informed the Board that she was in negotiations with the Quarry Golf Club to secure a regular reservation for the Chapter Meetings which will hopefully result in a reduced rate. Discussion was had regarding luncheon costs, but no motion was made. Door prizes for the May luncheon were discussed. Georgia Snodgrass made a motion for \$1,200.00 to be used for door prizes for the meeting which was seconded by Joyce Labus. The motion passed.

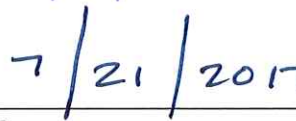
**Adjourn:** Meeting was adjourned by Erin Newberry at 12:51 PM

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 July 6, 2017 at 11:30 am.

  
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Matthew McGee

  
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Date

  
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Erin Newberry, ARWP, RW-NAC

  
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Date