



Board Meeting Minutes
Thursday, November 2, 2017
HNTB Corporation
9601 McAllister Freeway, Suite 1001
San Antonio, Texas 78216

X	President & One Year Director: Christie Saenz	X	Treasurer: Georgia Snodgrass
X	Vice President & Two Year Director: Matthew McGee	X	Secretary: Matthew Eckmann
X	Education Chair: Joyce Labus	X	PDC Chair: Yvonne Long
X	Young Professional Chair: Brad Bujan		Awards & Nomination Chair: Mark Schulze
X	Membership Chair: Kyle R. Schroeder		Special Events Chair: Debbie Herrera
X	Past President/Region 2 Secretary: Erin Newberry		Website/Newsletter Chair: Cynthia Garcia
	Member/Region 2 Vice-Chair: Denise Skinner		Social Media Chair: Ashley Johnson

Members who attended are marked with an "x"

Call to Order: Meeting called to order by Christie Saenz at 11:47 am

Previous Meeting Minutes: Minutes from the Regular Board Meeting of October 5th were previously e-mailed to all board members and copies were provided at this meeting. Matthew McGee motioned to approve the minutes from the October 5th Regular Board Meeting and Yvonne Long seconded the motion. The motion passed unanimously.

OFFICER AND COMMITTEE REPORTS

Treasurers Report: Georgia Snodgrass informed the Board that the Checking Account balance was \$50,393.96. Georgia Snodgrass informed the Board that approximately \$14,000 would be sent to the Austin Chapter for their half of the ED Seminar funds. Georgia also informed the board that the last CHIP payment had been received from Headquarters.

Education Committee: Joyce Labus prepared attached education flyer which was sent to the Chapter. Joyce informed the Board that she is working on scheduling course 102 for January in order to get incentive from Headquarters. Joyce informed the Board that she is still waiting on 3 more payments for the ED Seminar. Joyce informed the Board that Jeff Ratliff has become a Certified Course Coordinator.

Membership Committee: Kyle Schroeder updated the board that there are 3 new pending members, Tony Chapman, Mark Cramer and Paul Phillips.

Professional Development: Yvonne Long announced that Sunny Berlew was approved for their SR/WA.

Young Professional Committee: Brad Bujan discussed hosting a YP Christmas themed social in Late November or December possibly in the Pearl area. The Board discussed possible themes and a potential for an opportunity to donate to the Food Bank. Brad will reach out to Kasy Chambers to follow up on money received from the College Station networking event and will reach out to potential sponsors to cover costs for the social event.

Region 2 Update: Erin Newberry informed the Board that the Spring Forum is set for April 4-6, 2018 in San Antonio and that the Region is looking at hosting Course 225 (Social Ecology). Erin also informed the Board that the Region is waiting on Chapter 39 to provide information regarding the social event.

Special Events: Christie Saenz informed the Board that she and Debbie Herrera were working on the social event for the Spring Forum.

Website/Newsletter: The Board discussed the website and the need to update several items such as the education calendar. Christi Saenz informed the Board that she would touch base with Cindy Garcia to start working on the updates.



Social Media: Christie informed the Board that the Chapter still only has a Twitter Account.

Chapter Nominations and Elections: No Report

OLD BUSINESS

1. The board resumed discussion regarding the budget for the 2018 International Conference in Edmonton. Matthew Eckmann informed the Board that Headquarters has not released the information regarding the host hotel or the room block rate so the budgets could not be completed. Matthew Eckmann made a motion to table discussion to the next meeting. Georgia Snodgrass seconded the motion which passed unanimously.

NEW BUSINESS

1. Matthew McGee informed the Board that the Quarry will begin remodeling sometime in 2018 and the room will not be available for our use. The Board discussed alternate locations for hosting meetings and expressed a desire to return to a meeting location where attendees pay for their own food. The Board also discussed their desire to go back to the Quarry and see about having the room fee waived to potentially resume having meetings there. Matthew McGee will look at options and report back to the Board at the next meeting.
2. Christie Saenz presented a draft of the new Chapter Bylaws. The Board discussed numerous modifications and clarifications that they would like to see. Christie requested that Board members put all of the requested modifications and clarifications in writing, so she could consolidate and send back to Headquarters for review. Christie asked the Board to have these changes back to her no later than Thursday November 9th. Christie informed the Board that she would like to have these new bylaws prepared and ready to vote on no later than the January Meeting.

Adjourn: The meeting was adjourned at 1:09pm.

Minutes prepared by IRWA Chapter 39 Secretary, Matthew Eckmann and reviewed by IRWA Chapter 39 President, Christie Saenz for approval by the IRWA Chapter 39 Board of Directors at our next Board Meeting scheduled for December 7, 2017 at 11:30 am.