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NARPM - Greater Portland Chapter

Budget Overview: FY_2021 - FY21 P&L

January - December 2021

	TOTAL
Income	
Affiliate Membership Dues	12,000.00
Membership Dues	
Company Membership Group of 4	1,500.00
Professional	10,000.00
Support Staff	500.00
Total Membership Dues	12,000.00
Reimbursement from National	1,000.00
Vendor Spotlights	1,500.00
Total Income	\$26,500.00
GROSS PROFIT	\$26,500.00
Expenses	
Bank Service Charge	300.00
Business Expenses	
Business Registration Fees	200.00
Total Business Expenses	200.00
Contract Services	
Accounting Fees	4,800.00
Total Contract Services	4,800.00
Convention Reimb / Costs	
Hotel Costs	1,500.00
Travel Costs	4,000.00
Total Convention Reimb / Costs	5,500.00
Dues	315.00
Insurance	900.00
Rent - Monthly Meeting	7,600.00
Speaker Fees	4,000.00
Supplies	100.00
Taxes - Filing Fees	50.00
Total Expenses	\$23,765.00
NET OPERATING INCOME	\$2,735.00
NET INCOME	\$2,735.00



**Bylaws of Greater Portland Chapter of
The National Association of Residential Property Managers**

ARTICLE I: Name, Purposes, Powers and Definitions

Section A: Name

The name of this organization shall be The Greater Portland Chapter of the National Association of Residential Property Managers, Inc., hereafter referred to as the Chapter.

Section B: Purpose

The purposes for which the organization is established are to:

1. Establish a permanent trade association in the residential property management industry in the Greater Portland geographical area.
2. To promote a standard of business ethics, professionalism and fair practices among its members.
3. To establish and promote education of its members.
4. To provide and promote the exchange of ideas regarding residential property management.
5. To educate and promote legislative initiative in the Portland tri-county area.

Section C: Powers

The Chapter may exercise all powers granted to it as a corporation organized under the non-profit corporation laws of the State of Oregon.

1. The Chapter shall be subject to all rules, regulation, ethics, standards and bylaws of the National Association of Residential Property Managers, Inc.
2. Chapter bylaws shall not conflict with those of the National Association of Residential Property Managers, Inc., hereinafter referred to as the national association.

Section D: This Chapter's geographical definition shall be: The Portland tri-county area.

ARTICLE II: **Membership**

Individual Membership that consists of Professional, Associate, Support Staff, Affiliate Member, Honorary Members, and Company Membership.

Section A: **Professional Member**

Professional Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow his/her specific state regulatory licensing law regarding performing the duties of a property manager. This member has completed a course of instruction covering the NARPM® Code of Ethics.

A Professional Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals do not hold an active real estate license, but must follow his/her specific state regulatory licensing law regarding performing the duties of a property manager.

Section B: **Associate Member**

An Associate Member shall be an individual actively engaged in the management of residential property as an agent for others. The individual must follow his/her specific state regulatory licensing law regarding performing the duties of a property manager. An Associate Member cannot hold the RMP® and / or MPM® designation, or hold elective office. An Associate Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals do not hold an active real estate license but must follow his/her specific state regulatory licensing law regarding performing the duties of a property manager, whether or not they hold an active real estate license.

Section C: **Support Staff**

A Support Staff Member shall be a person acting in the role of support in the office of a Professional Member and the Support Staff Member must not be acting in a capacity requiring licensure according to his/her state's regulatory licensing law. A Support Staff Member does not vote or hold elective office.

Section D: **Affiliate Member**

An Affiliate Member shall be an individual or business entity, which provides products, services or expertise to the residential property management industry. Requirements relating to acceptance into affiliate membership, suspension of affiliate membership shall be identical to those specified for members, except that affiliate members are not eligible to vote; however, affiliate members can be a chairperson and can serve in advisory positions to the executive committee or chairperson or committee members. An affiliate member does not vote or hold elective office.

The Chapter shall not recognize all NARPM® National Affiliate Member as Affiliate Members of this Chapter.

Section E: **Honorary Member**

Honorary membership shall be bestowed upon individuals who, are recommended by the chapter board of directors to the National Association Board of Directors, have rendered or continue to render distinguished service to the Chapter or to the profession of property management. Honorary members shall pay no dues or other assessments, and shall be eligible to participate in the usual activities of the association, except they shall be ineligible to vote, hold office or serve as a member of the executive committee.

Section F: **Life Member**

Life members shall be all national past Presidents of NARPM®. Life membership will begin as the President's term is completed. Dues will be waived for Life members.

Other members who qualify may apply for Life Member as outlined in the national bylaws and complete the approved application.

Life Members shall not pay dues and are strongly encouraged to complete a course of instruction covering the NARPM® Code of Ethics. They shall be eligible to participate in the usual activities of the Association and its Committees, and are eligible to vote and hold office.

- All Past Presidents shall be deemed Life Professional Members of the Association

- Shall be bestowed upon individuals who have retired from the property management business and, in the opinion of the Board of Directors, have rendered, or continue to render, distinguished service to the Association or the property management profession. An application to the Board of Director must be approved in order to hold this membership type”.

Section G: **Company Membership**

Company Membership is offered to the responsible individual of the company. In order to hold Company Membership, the company must have four (4) members, which is a combination of Professional and Support members, with two (2) out of the four (4) being Professional members. Additional Professional Members, Support Staff and Associate Members may register under the company for an additional fee. Membership categories under the Company will follow the same eligibilities and requirements as outlined above.

Section H: **Application by Professional, Associate, Support Staff**

1. Acceptance into membership: An applicant for membership in a chapter shall first be a member of the national association. A member of the national association may be a member of more than one chapter as long as that member meets all requirements for each chapter membership. New Members must complete a Code of Ethics course of instruction from the National Association of Residential Property Managers to become a Professional Member.
2. Vote: Voting member shall be eligible to vote in person at the annual meeting of the chapter in which officers are elected. Any member shall be eligible to vote at all meetings of sub-committee upon which the member serves, if any.

ARTICLE III: **Suspension, Termination, Transferring, and Reinstatement of Membership**

Section A: **Suspension of Membership**

Suspension of membership shall result in a member being unable to vote in chapter matters for a period of time designated by these or the national association bylaws or, where such discretion is authorized by the national association, for any one of the following reasons:

1. Suspension of membership: Suspension of membership for reasons stated in the bylaws of the national association.

2. By notification of the National NARPM® Board of Directors as a result of violations of the Code of Ethics and Standards of Professionalism.

Section B: **Termination of Membership**

Membership shall be terminated for reasons identified below. Upon termination, a member shall lose all rights and interests in the chapter and national association.

1. Resignation:
 - a. Any member, other than Affiliate Member, may resign at any time by forwarding a letter stating such intent to the Greater Portland Chapter and the national association, if applicable. The letter shall indicate the date on which the resignation is effective. No refund of chapter or national association dues shall be made for any reason.
 - b. Affiliate Member may resign at any time by forwarding a letter stating such intent to the Chapter. The letter shall indicate the date on which the resignation is effective. No refund of chapter or national association dues shall be made for any reason.
2. Failure to Pay Obligations: Membership shall terminate automatically when a member fails to pay annual Chapter dues with 75 days of due date. Members may file a letter of appeal to the executive committee should an extension be needed to pay obligation.
3. Delinquency in Payments: Any member failing to pay sums due to the national association within 30 calendar days of an invoice due date, shall be considered delinquent. Delinquency status shall remain in effect for one year, or until payment of obligations is made in full, whichever occurs first.
4. Code of Ethics Violations: By notification from the national association to the Chapter Executive Committee, of a violation(s) of the Code of Ethics and Standards of Professionalism or the non-payment of national annual dues.

Section C: **Transferring in a Company membership:**

The use of Company membership will enable the transfer of memberships to other people in their company. In order to transfer membership, proof of termination from the licensing division, showing evidence that the person has left the firm, is required. For Support Staff, or in states where licensing is not required, other proof of termination must be submitted.

Section D: Reinstatement of Membership

A former member still meeting all membership requirements shall be reinstated:

1. Upon request, if such request is received during the calendar year during which a resignation occurred.
2. Upon request, provided that all financial indebtedness incurred has been paid and is current.
3. After waiting period of one calendar year from the date of termination as a result of a presidential request or by an action of the board of directors of the national association.
4. Upon request through the normal application procedures, if the resignation occurred beyond the current fiscal year.

ARTICLE IV: Executive Committee/ Board of Directors

Section A: Responsibilities

The chapter executive committee/board of directors, hereinafter known as the committee, shall have responsibility for the management of the chapter and shall exercise all rights and powers not expressly reserved by these bylaws or the bylaws of the national association. Such management responsibilities shall include, but not be limited to:

1. Establishing and implementing an organization framework for the chapter.
2. Establishing new or modifying existing operating rules that are not inconsistent with these bylaws of the national association or their intent. Changes to the bylaws must be submitted to the board of directors of the national association for approval.
3. Establishing annual chapter dues, application fees and special assessments.
4. Establishing new committees and dissolving existing committees.

Section B: The Executive Committee

All chapter executive committee members should faithfully attend all Chapter Executive Committee meetings, the Executive Committee, hereinafter know as the committee, shall be composed of five (5) officers as follows: President: The President shall:

- a. Be the chief executive officer of the chapter
- b. Preside at all meetings of the chapter

- c. Act as an alternate signatory for funds withdrawn from the chapter account(s)
 - d. Sign all legal documents
 - e. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - f. Shall ensure the completion of all documentation required by the national association.
 - g. Serve a term of one year commencing with the beginning of the new year.
 - h. Must be a Professional Member of the Chapter
 - i. Must attend annual Board Leadership Training offered by the National Association of Residential Property Managers the President will be reimbursed for expenses by Portland NARPM as outlined in Chapter Procedures.
2. President-Elect: The President-elect shall:
- a. Act as an alternate signatory for funds to be withdrawn from the chapter account(s).
 - b. Fulfill the responsibilities of the president during his/her absence.
 - c. Replace the president at the end of the fiscal year.
 - d. Automatically accede to the presidency during the calendar year when the presidency becomes vacant.
 - e. Undertake other activities as are deemed appropriate by the president.
 - f. Serve a term of one year commencing with the beginning of the calendar year.
 - g. Must be a Professional Member of the Chapter
 - h. Notify all chapter members of upcoming meetings.
 - i. Coordinate speakers and lectures that are relevant to the residential industry for chapter meetings.
 - j. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - k. Oversee the submission of Chapter reports including Chapter Excellence submission.
 - l. Must be back up for attendance at annual Board Leadership Training offered by the National Association of Residential Property Managers if the President is unable to attend the President-Elect will be reimbursed for expenses by Portland NARPM as outlined in Chapter Procedures.
3. Secretary: The Secretary shall:
- a. Maintain current chapter membership record to coincide with the

national association's membership database.

- b. Record, maintain and distribute minutes of all regular and special meeting of the committee as appropriate.
- c. Undertake responsibility for such other activities as deemed appropriate by the committee.
- d. Serve a term of one year commencing with the beginning of the calendar year.
- e. Must be a Professional Member of the Chapter

4. Treasurer: The Treasurer shall:

- a. Be a signatory for all funds withdrawn from the chapter account(s).
- b. Distribute annual renewal notices for chapter dues and special assessments.
- c. Deposit all funds into a federally insured financial institution
- d. Prepare a financial report for committee upon request
- e. File all federal, state and local reports as needed.
- f. Prepare an end-of-year fiscal year report for the nation association.
- g. File tax and other financial reports with the appropriate government agencies
- h. Undertake responsibility for other such activities as deemed appropriate by the committee
- i. Serve a one year term commencing with the beginning of the calendar year.
- j. Must be a Professional Member of the Chapter

5. Past President- Past President shall

- a. Shall serve as Chairman of the Nominating Committee
- b. Undertake responsibilities as assigned by the President
- c. Serve a term of one year commencing with the beginning of the calendar year.

ARTICLE V: Eligibility, Nominations, Elections, Terms of Office and Vacancies

Section A: Eligibility

To be eligible to serve as a Chapter Officer, an individual shall be a member in good standing with both the chapter and the national association. Furthermore, the chapter member must be willing to fulfill the duties of the

office to which he/she is elected, including those duties relating to the national association.

Section B: Notification of Members

Chapter members shall be notified in writing, or electronically if approved by the Chapter Executive Committee, of the pending election and nominations solicited from chapter members at least thirty (30) days prior to the end of the calendar year. Nomination shall be done in two ways:

1. Write-in: Any member who writes in the name of the nominee shall provide a signed letter from the individual so nominated indicating the said individual's willingness to serve if elected and signed by five (5%) of the professional Chapter members.

2. In Person: Any member who is present during the electoral process can be nominated.

Section C: Elections

Elections shall be conducted in the last regularly scheduled chapter meeting, or electronically if approved by the Chapter Executive Committee, prior to the end of the calendar year.

1. Presiding Authority: The outgoing President shall conduct the election. The outgoing president can delegate the electoral process to the President-elect or any other chapter member provided that member is not a nominee.

2. Nominating Committee: The immediate Past President shall serve as chair of the nominating committee and the President shall appoint the other two members of the committee. The recommendation of the Nominating Committee shall be approved by the Greater Portland Chapter Executive Committee and presented to the membership for final vote.

3. Uncontested Offices: The presiding authority shall identify those offices for which there is only one nominee. Upon a motion to close the nomination for such offices, that nominee shall be considered duly elected.

4. Contested Offices: In the case of contested office(s), each office shall be dealt with through a ballot presented to those who are in attendance at

the chapter meeting, or electronically if approved by the chapter executive committee. The nominee receiving a simple majority shall be elected to the position.

Section D: **Term of Office**

An Officer's term of office shall commence with the beginning of the beginning of the chapter's calendar year and conclude at the end of the same.

Section E: **Vacancy**

An office shall be declared vacant when an Officer:

1. Resigns that office through written notification to the president of the secretary.
2. Is no longer eligible for membership in the chapter or the national association
3. Is no longer capable of fulfilling duties of the office involved

Section F: **Filling a Vacated Office**

In the event that the position of the President is vacated, the President-elect shall automatically fill that position and shall continue to serve as both President and President-elect. In the case of other officers, a vacated office shall be filled:

1. When: When more than three (3) calendar months remain before the next election.
2. Procedure: By an individual nominated and approved by the executive committee.

ARTICLE VI: **Meetings, Location and Majority Rules**

Section A: **Meetings**

The Executive Committee shall meet with the same frequency as the chapter meetings, or at a time approved by the chapter Executive Committee, which must be no fewer than four (4) meetings annually

1. Notice of Regular Meeting: With the advice and consent of the President, the Secretary shall notify all member of the Executive Committee of the date, time and place by regular letter or email mailed to each member of the committee.
2. Waiver of Notice: Attendance by any member of the Executive Committee at the regularly scheduled meeting at which date, time and place is established for the next meeting shall constitute a waiver of notice of the next regular meeting of the committee.
3. Electronic Meeting: If approved by the Chapter Executive Committee, meeting can be held electronically in order to conduct the business of the chapter.

Section B: **Location**

All meetings of the Chapter shall be held within the geographic definition of the chapter. All meetings of the Executive Committee shall be held within the geographic definition of the chapter unless otherwise waived by all the members of the Executive Committee. Annual meeting location of the Chapter shall be approved by the Executive Committee.

Section C: **Quorum**

1. A majority of the Executive Committee Officers in attendance shall constitute a quorum.
2. Quorum: A quorum to conduct business by the members shall be 10% of the members eligible to vote at a regularly scheduled meeting. A Chapter event can be held without a quorum, but no business can be conducted.

Section D: **Simple Majority Vote**

All actions and decisions of the Executive Committee shall be made official by simple majority vote of the members present at any regular or special meeting of the committee, unless otherwise precluded by law.

ARTICLE VII: **Committees: Appointment, Responsibilities, Creation and Dissolution**

Section A: **Appointment**

Except as otherwise stated in these bylaws or the bylaws of the national association, the chairperson and members of all sub-committees shall be appointed by the President with the advice and consent of the Executive Committee.

Section B: **Responsibilities**

Committees shall undertake such responsibilities as are identified in these bylaws or as may be assigned to them by the President with the advice and consent of the Executive Committee. No sub-committee may take any action on behalf of or representative of the chapter unless specifically authorized by the Executive Committee.

Section C: **Creation and Dissolution**

The President, with the advice and consent of the Executive Committee, shall have the authority to create and dissolve sub-committees according to the needs of the Chapter.

ARTICLE VIII: **Code of Ethics & Standards of Professionalism:**

Acknowledgement and Enforcement:

As a condition of membership all Professional Members of NARPM® must complete a NARPM® Code of Ethics training once within a four (4) year period, beginning January 1, 2012, and each four-(4) year period thereafter. Each Professional Member of the association is required to complete NARPM® approved ethics training either in classroom or through other means as approved by the board of directors of NARPM® National.

Failure to satisfy this requirement will result in the Professional Members reverting to an Associate Member until course is completed.

Section A: **Acknowledgement**

A Chapter Charter is granted by the National Association of Residential Property Managers, only upon the acknowledgment that the Chapter members shall:

1. Be familiar with Code: Read and be familiar with the applicable Code of Ethics to which continual adherence is mandatory for continuation of a Chapter Charter and individual membership.
2. Be Unopposed to Application: By receipt of the Chapter Charter, the chapter does hereby formally agree to not take any legal actions(s) against the national association, its officer(s), director(s), committee chairperson(s), committee member(s) or the chapter, its officer(s), sub-committee chairperson(s), or sub-committee member(s) for any prescribed action identified by these bylaws or the bylaws and the national association taken

for the purpose of enforcing the applicable Code of Ethics and Standards of Professionalism.

Section B: **Enforcement**

It is the duty of the President of the Chapter to report all violations to the national association's Code of Ethics and Standards of Professionalism to the national association's grievance committee.

ARTICLE IX: **Financial Considerations: Calendar Year, Chapter Dues, Special Assessments, Budget, Non-Binding**

Section A: **Calendar Year**

The chapter's financial year shall be a calendar year.

Section B: **Chapter Dues**

The Chapter may charge annual and pro-rated dues, subject to approval by the national association, as outlined below:

1. Payable: Dues for local chapters are payable no later than January 1 of each year.
2. Non-payment of Dues: Failure to pay the annual chapter due within **sixty days (60)** days after the first day of the year shall result in automatic termination of Chapter membership unless there are extenuating circumstances.
3. Member Dues: The amount of the Chapter dues for all members and each class of membership shall be established annually by the Board of Directors during the budgeting process.
4. Affiliate Dues: The amount of local chapter dues for Affiliate dues shall be established annually by the board of directors during the budgeting process. The Chapter will charge dues to National Affiliate members.
5. Company Membership Dues: Requires payment by the company of all fees that are due and payable to NARPM® for members in the company. The responsible individual for the company shall be liable for any amounts that are unpaid under the Company Membership.
6. Late Fees: Any payment received after the due date will be considered late, and a late fee will be assessed. The Board of Directors must approve any schedule of late fees or returned check fees during the budgeting process.

Section C: **Special Assessments**

Special Assessments may be established by the Executive Committee and imposed upon its Chapter members and /or affiliate members for a specific funding purpose. The purpose and amount of any special assessment shall be announced at a regular or special meeting of the Chapter prior to the imposition of such an assessment. No more than one special assessment may be imposed in any calendar year.

Section D: **Budget**

The Treasurer, in conjunction with the Executive Committee, shall prepare an itemized budget of income and expenses for each calendar year. The budget shall not exceed the chapter's ability to pay the same and shall be approved by the Greater Portland Chapter's Executive Committee or Board of Directors.

Section E: **Non-Binding**

The Chapter shall not have any authority to financially obligate or bind the national association for any reason.

ARTICLE X: **Proposals and Procedures for Amending: Proposal, Procedure for Amending, Approval**

Section A: **Proposals**

Amendments to these bylaws may be proposed by any Chapter member or Board of Directors of the national association at any time through a letter addressed to the Executive Committee and presented or mailed to the Secretary. Any proposal shall be studied by the entire Executive Committee or an Officer of the Executive Committee or by a sub-committee created and/or assigned for that purpose as appointed by the President.

Section B: **Procedure for Amending**

The entity assigned for the purpose of reviewing proposed bylaw revision shall present the proposed amendment to the executive committee with its findings and proposed recommendations of actions. A two-thirds majority of the Executive Committee is necessary in order to amend these bylaws.

Section C: **Approval**

Once approved by the Chapter Executive Committee, amendments shall be subject to approval by the Board of Directors of the nation association prior to

their implementation or adoption by the chapter and a final copy of these bylaws are to remain on file at National's office.

ARTICLE XI: Miscellaneous: Invalidity, Waiver, Hold Harmless and Indemnify, State Laws, Dissolution

Section A: Invalidity

The invalidity of any provision of these bylaws shall not impair or affect in any manner the validity, enforceability or effect of the remainder of these bylaws.

Section B: Waiver

No provision of these bylaws shall be deemed to have been abrogated or waived by reason of any failure to enforce the same, regardless of the number of violations or breaches which may have occurred.

Section C: Hold Harmless and Indemnify

The Chapter shall hold harmless and indemnify members of the Executive Committee, Officer(s), sub-committee chairperson(s) and sub-committee members, as well as the national association, its board of directors, officers, chairperson and committee members who are acting within the scope of their responsibilities, duties or these bylaws.

Section D: State Laws

These bylaws may be amended to conform and comply with the laws, statutes, rules and regulations of the governing bodies of local, county and/or state authorities that have jurisdiction. Should amendments to these bylaws be required by Oregon state law, Chapter shall notify the national association of said amendments but no further action will be required.

Section E: Sexual Harassment

Any member of the Association may be reprimanded, placed on probation, suspended or expelled for harassment of an Association employee or Association Officer or Director after a hearing in accordance with the established procedures of the Association. As used in the Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, or threats to do the same, or any other conduct with the purpose or effect of unreasonably interfering with an individual's work performance by creating a hostile, intimidating or offensive

work environment. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team comprised of the President, and President-Elect and one member of the Board of Directors selected by the highest-ranking officer not named in the complaint, upon consultation with legal counsel for the Association. If the complaint names the President, or President-Elect, they may not participate in the proceedings and shall be replaced by the Immediate Past President or, alternatively, by another member of the Board of Directors selected by the highest-ranking officer not named in the complaint.

Section F: **Dissolution**

Should the membership vote by majority to dissolve the operation of the Greater Portland Chapter, all remaining funds in the treasury will be sent to the National Association of Residential Property Managers.

NARPM - Greater Portland Chapter

Profit and Loss

January - December 2020

	TOTAL
Income	
Affiliate Membership Dues	13,650.00
First Time Member Dues	92.50
Meeting Fees	160.00
Membership Dues	100.00
Company Membership Group of 4	1,725.00
Professional	10,920.00
Support Staff	640.00
Total Membership Dues	13,385.00
Reimbursement from National	1,670.00
Vendor Spotlights	2,300.00
Total Income	\$31,257.50
GROSS PROFIT	\$31,257.50
Expenses	
Bank Service Charge	245.21
Business Expenses	
Business Registration Fees	250.00
Total Business Expenses	250.00
Contract Services	
Accounting Fees	4,400.00
Total Contract Services	4,400.00
Dues	315.00
Insurance	872.00
Rent - Monthly Meeting	2,381.05
Speaker Fees	1,300.00
Supplies	791.40
Taxes - Filing Fees	50.00
Total Expenses	\$10,604.66
NET OPERATING INCOME	\$20,652.84
NET INCOME	\$20,652.84



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

Chapter Board Meeting Minutes

June 16, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

a. JJay Jensen	Jill Maricich	Mary Ann Gray	Angela DeVita
Chris Hermanski	Cyndi Strandberg	AJ Shepard	Lynne Whitney
Brock Billings	Katie McNeely		

2. Positive Focus

a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

a. Cyndi submitted meeting minutes via email from the May 12, 2020, Executive Board Meeting. Katie McNeeley motioned to approve minutes, JJay seconded, all voted to approve the minutes.

4. Treasurer's Report

a. Jill reviewed the status of chapter accounts and gave a report. JJay Jensen motioned to approve minutes, AJ Shepard seconded, all voted to approve the treasurer's report.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: Chris reached out to Beth and suggested June 30th for a virtual Round Table/Happy Hour 4-6.
- b. Chapter Meetings:
 - i. June Chapter Meeting: Guest Speaker, Marc Cunningham
 - ii. Chris will reach out to Matt Williams about booking speakers for July and August. Suggestions: Tony Kline, Brian Birdy, Tom Saddleback, Steve Rosenberg, Liz Clayboin, Vicki Gaskgill, Anne Lackey, Skylar Olsen, PhD from Zillow, Mellisa Prandy.
 - iii. Chapter Grant: Cyndi is working on getting a chapter grant for advertising. There was a group discussion on the best use of the grant funds.
 1. Cyndi will reach out to Mary Ann to have a prospective member contact list made.
 2. Cyndi will connect with JJay about using a QRL Code on the postcard and/or Mail Chimp invite sent to prospective members.
 3. New members that reach out for more information or to apply for membership will be sent to Angela to be entered in Lead Simple.
 4. Cyndi will reach out to Matt Williams to get speaker names for July and August.
 5. Cyndi will reach out to NARPM design team to use a premade postcard design.
 6. Mary Ann and her team will mail the prospective member postcards and Mailchimp invite.
- c. Legislative Report: Chris Hermanski attended a Multifamily NW legislative update and discussed the state of the industry state-wide and locally. A special session is expected to be held around June 26th.
- d. Membership Growth: Angel DeVita updated the board on membership committee activities and requested a few more members to join her committee.
- e. Board for 2021: Brock Billings was encouraged to submit an application to join the board.
- f. Report from Katie McNelley, Ambassador, our chapter is doing well. The Greater Portland NARPM Chapter'sShop quick adoption of virtual online meetings is leading the way!

6. **Updates from Committees and assignment of Committee Chairs for 2019**
 - a. **Affiliate- Lynne requested an announcement that mini spotlights are available and they can contact Lynne to get on the schedule.**
7. **The date for Next Board Meeting: July 14th from 2-3:30 via Zoom**
8. **Adjourn**

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

Chapter Board Meeting Minutes
July 14, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

- | | | | |
|-----------------|------------------|---------------|---------------|
| a. JJay Jensen | Katie McNeely | Mary Ann Gray | Angela DeVita |
| Chris Hermanski | Cyndi Strandberg | Lynne Whitney | AJ Shepherd |
| Brock Billings | Charles Kovas | Matt Williams | |

2. Positive Focus

- a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

- a. Cyndi submitted meeting minutes via email from the June 16, 2020, Executive Board Meeting. Matt Williams motioned to approve minutes, JJay seconded, all voted to approve the minutes.

4. Treasurer's Report

- a. Mary Ann reviewed the status of chapter accounts and give a report. JJay Jensen motioned to approve minutes, AJ Shepard seconded, all voted to approve the treasurer's report.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: Chris will reach out to Beth to request she plans another virtual Happy Hour **July 30th from 4-6 pm.**
- b. Chris is working on arranging a NARPM National Virtual Class for September 23 & 24 Developing Rewarding Owner Relationships
- c. Chapter Meetings for July, August, and September: Format, Spotlight, Member Moment. Matt and Cyndi will work together on reimbursement for our speaker. Matt motioned that spotlights are placed right before the speaker on the agenda and the mini-spotlight charges be reduced to \$100 and the full spotlight is \$200 for the remainder of 2020. AJ seconded the motion, it was approved unanimously.

Month	Format/Speaker	Spotlight (Mini \$150/5 minutes/Full \$200/10 min)	Member Moment
July	Virtual-Anne Lackey	Daniel Yahav	Jason Evans
August	Virtual-State of OR Economist	OPEN	OPEN
September	Virtual-COVID Cleaning Panel	OPEN	OPEN

- d. Chapter Grant: Cyndi is still working on this and will update the group next month.
- e. A Legislative Report was given by Charlie Kovas. Charlie updated the Board on current legislative activities.

Action/Planning/Discussion Items (cont.)

- f. Membership & Growth: No new members.
- g. Nominations for the 2012 Board:
 - i. Past President: Chris Hermanski
 - ii. President: JJay Jensen
 - iii. President-Elect: Cyndi Strandberg
 - iv. Secretary: Brock Billings
 - v. Treasurer: Jill Maricich
- h. Report from Katie McNelley, Ambassador. The SW Washington NARPM Chapter has expressed interest in attending our virtual chapter meetings and will be invited to attend this Friday, July 17th.

6. Updates from Committees and assignment of Committee Chairs for 2019

- a. Updates were tabled due to time constraints.

7. The date for Next Board Meeting: Aug 18 @ 2 pm. Chris proposed creating a recurring Board meeting for the Tuesday before the chapter meeting.

8. Adjourn

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

Chapter Board Meeting Minutes
September 15, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

- | | | | |
|-----------------|------------------|---------------|-----------------|
| a. JJay Jensen | Katie McNeely | Mary Ann Gray | Melissa Sharone |
| Chris Hermanski | Cyndi Strandberg | Lynne Whitney | |
| Brock Billings | Charles Kovas | Matt Williams | |

2. Positive Focus

- a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

- a. Cyndi submitted meeting minutes via email from the August 18, 2020, Executive Board Meeting. Matt motioned to approve minutes, JJay seconded, all voted to approve the minutes.

4. Treasurer's Report

- a. MaryAnn reviewed the status of chapter accounts and gave a report. All accounts are in good standing.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: September 23rd from 4 to 5:30. Matt will host the virtual event.
b. Chapter Meetings for September: Cyndi will facilitate the meeting.

Month	Format/Speaker	Spotlight (Mini \$150/5 minutes/Full \$200/10 min)	Member Moment
October 16th	<i>Suggestion: Stress Management/ Adaptability</i>	TBA	TBA

- c. Chapter Grant: Cyndi will send in the grant request this month.
d. A Legislative Report was given by Charlie Kovas. Charlie updated the Board on current legislative activities.
e. Membership: Membership dues will remain the same for 2021.
f. Elections for 2021 Board: a ballot email will go out this week and a reminder will be given at the Sept. 18th virtual meeting.
g. Report from Ambassador Katie McNeely: NARPM National is offering special virtual classes and is working in a regional class.
h. National Virtual Class Sponsorship: [COURSE: Profitability and Owner Relations](#) Part 1 - September 28, 2020 | Part 2 - September 30, 2020

Action/Planning/Discussion Items (cont.)

6. Committee Updates

- a. Education: The Board shared speaker recommendations for 2021.
- b. Affiliate: We'll have an update next meeting on ideas to engage affiliates.

7. The date for Next Board Meeting: October 13th @ 2 pm.

8. Adjourn

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

Chapter Board Meeting Minutes
October 13, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

JJay Jensen	Mary Ann Gray	AJ Shepard	Angela DeVita
Chris Hermanski	Cyndi Strandberg	Lynne Whitney	
Brock Billings	Charles Kovas	Matt Williams	

2. Positive Focus

a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

a. Cyndi submitted meeting minutes via email from September 2020, Executive Board Meeting. JJay motioned to approve minutes, Matt seconded, all voted to approve the minutes.

4. Treasurer's Report

a. MaryAnn reviewed the status of chapter accounts and gave a report. All accounts are in good standing. Due to COVID operational expenses have been minimal.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: October 29th from 4 to 5:30. Pam from STOP Restoration is hosting, drinks that will be mailed to attendees home. Matt will host the virtual event.
- b. November 20th Chapter Meeting speakers were discussed, Matt will report back to the Board.
- c. Closing 2020 Meeting Schedule
 - i. October 29th Virtual Happy Hour 4-5:30
 - ii. November 17th Virtual Board Meeting
 - iii. November 20th Virtual Chapter Meeting
 - iv. December 10th Combined Virtual Happy Hour & Chapter Meeting
- d. December Service Project: Matt Williams will check in with Katie McNeely and have a plan for the Board at the next meeting.
- e. NARPM Greater Portland Chapter Holiday Gift: Cyndi will research gift items with associated mailing costs and report back to the group at the next Board meeting.
- f. A Legislative Report was given by Charlie Kovas. Charlie updated the Board on current legislative activities. Charlie will give an update to the Chapter at the next meeting.
- g. Elections for 2021 Board: MaryAnn will announce the Board election results via email to the chapter.
- h. Angela Devita gave an update from the Membership Committee. The membership committee has been working on many ideas to encourage engagement. Lots to come!

6. Committee Updates

- a. Affiliate: Lynne gave an update on affiliate interest in spotlights. We'll have an update next meeting on ideas to engage affiliates.

7. The date for Next Board Meeting: November 17th @ 2 pm.

8. Adjourn

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

Chapter Board Meeting Minutes
August 18, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

- | | | | |
|-----------------|------------------|---------------|-----------------|
| a. JJay Jensen | Katie McNeely | Mary Ann Gray | Melissa Sharone |
| Chris Hermanski | Cyndi Strandberg | Lynne Whitney | |
| Brock Billings | Charles Kovas | Matt Williams | |

2. Positive Focus

- a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

- a. Cyndi submitted meeting minutes via email from the July 17, 2020, Executive Board Meeting. JJay motioned to approve minutes, Matt seconded, all voted to approve the minutes.

4. Treasurer's Report

- a. Chris reviewed the status of chapter accounts and gave a report. Matt motioned to approve minutes, Cyndi seconded, all voted to approve the treasurer's report.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: August 26th from 4 to 7. Chris will reach out to Beth to create the invite, Mary Ann will send out. Matt will host the virtual event.
- b. Chapter Meetings for August, and September: Format, Spotlights. Member Moment
- i. Matt discussed ideas for the upcoming speaker line up.

Month	Format/Speaker	Spotlight (Mini \$150/5 minutes/Full \$200/10 min)	Member Moment
July	Virtual-Anne Lackey	Daniel Yahav	Jason Evans
August 21st	Vendor Panel Discussion <i>COVID Timelines, Processes and Communication</i> Cyndi will emcee the panel discussion using questions formatted by Matt.	TBA	TBA
September 18th	<i>Financial Review Process</i> with COBALT <i>COVID Collections</i> with Charlie Kovas	TBA	TBA

- c. Chapter Grant: Cyndi is still working on this and will update the group next month.
- d. A Legislative Report was given by Charlie Kovas. Charlie updated the Board on current legislative activities.

Action/Planning/Discussion Items (cont.)

- e. Membership & Growth: The membership committee has been hard at work discussing innovative ideas to keep the chapter virtually connected. They will continue to meet and bring actionable plans to the Board for approval.
- f. Report from Katie McNelley, Ambassador. NARPM National is still determining whether National meetings will be on-site/in-person or virtual. Katie and Melissa both gave a “shout out” to the Greater Portland Chapter for remaining active and striving for continued growth throughout the challenges of COVID.

6. The date for Next Board Meeting: September 15 @ 2 pm. Chris proposed creating a recurring Board meeting for the Tuesday before the chapter meeting.

7. Adjourn

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



Chapter Board Meeting Minutes
November 17, 2020, Tuesday, 2:00 PM via Conference Call

1. Welcome & Roll Call

a. JJay Jensen	Mary Ann Gray	AJ Shepard	Angela DeVita
Chris Hermanski	Cyndi Strandberg	Lynne Whitney	Todd Schectman
Brock Billings	Charles Kovas	Matt Williams	Katie McNeely

2. Positive Focus

- a. Each attendee shared a positive focus either personally or professionally. Good things are happening!

3. Consent Agenda

- a. Cyndi submitted meeting minutes via email from October 2020, Executive Board Meeting. Katie motioned to approve minutes, JJay seconded, all voted to approve the minutes.

4. Treasurer's Report

- a. MaryAnn reviewed the status of chapter accounts and gave a report. All accounts are in good standing. Due to COVID operational expenses have been minimal.

5. Action/Planning/Discussion Items

- a. Virtual Roundtables/Discussion Groups: On October 29th, 4 to 5:30 a virtual happy hour was hosted by Pam from STOP Restoration. Drinks were mailed to the attendee's home. Matt hosted the virtual event.
- b. November 20th Chapter Meeting was discussed. Cyndi will reach out to get someone for the NARPM Moment.
- c. Closing 2020 Meeting is a Virtual Happy Hour on December 10th, 4 pm.
- d. Chapter Grant for marketing has been approved and the chapter received \$500.
- e. December Service Project: Matt Williams will check in with Katie McNeely and have a plan to present their charities at the December Virtual Happy Hour.
- f. NARPM Greater Portland Chapter Holiday Gift: A wine tumbler with the Greater Portland NARPM logo will be mailed to each member prior to the December Virtual Happy Hour.
- g. A Legislative Report was given by Charlie Kovas. Charlie updated the Board on current legislative activities.

6. Strategic Planning Meeting

- a. The 2021 Strategic Planning Meeting will be held on December 9th, 10:30-12:30 am via Zoom.

7. The date for Next Board Meeting: December 9th, 10:30-12:30.

8. Adjournment



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

April 15, 2020, from 1:30-3 pm via Zoom

Attendance

JJay Jensen	Angela Devita	Katie McNeely
Chris Hermanski	Lynne Whitney	Cyndi Strandberg
Mary Ann Gray	Charlie Kovas	

Positive Focus

Each attendee shared a positive focus either personally or professionally.

Consent Agenda

Meeting minutes for the previous February 15th Board meeting were emailed to all Board members on February 25th for review. AJ motioned to approve the minutes and Matt seconded the motion, the Board approved the minutes.

Treasurers Report

Due to current events, Jill wasn't able to attend the Board meeting.

Action/Planning/Discussion Items

1. NARPM National Risk Management Class April 14 & 16
 - a. The Greater Portland Chapter is beta testing a NAPRM online education format.
2. Setting Up Roundtables/Discussion Groups
 - a. Zoom Roundtable Discussion was tentatively scheduled for Wednesday, April 22nd at 4 pm. Chris and JJ are heading this up, Matt Williams will be the facilitator.
3. Chapter Meetings for May and June
 - a. The Board will plan for remote online meetings for the next three months due to COVID restrictions. Matt Williams will continue to arrange speakers for the meetings.
 - b. The Board discussed that online meetings could make it possible to get a National Speaker. AJ Shephard will reach out to Brad Larson.
4. Legislative Updates & Meetings
 - a. Charlie Kovas provided an update on current legal matters in Oregon.

5. Membership and Growth
 - a. Vendor spotlights within a Zoom meeting will be at a reduced rate.
 - b. Opportunities to continue to include state-wide NARPM members were discussed.
6. Board for 2021
 - a. Chris Hermanski discussed the need to be aware of and to make recommendations for future board members.

Next Board Meeting

May 12th from 2 to 3 pm. Zoom Meeting

Adjourn

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter



Mission Statement

NARPM® provides resources for residential property management professionals who desire to learn, grow, and build relationships.

Vision

NARPM® will be the recognized leaders in residential property management industry.

NARPM® Antitrust Statement:

It is the policy of the NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM®'s membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates, fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. Further, NARPM® shall not restrict members' ability to solicit competitors' clients or to advertise for business in any way that is not false, deceptive or otherwise illegal.



National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

February 19, 2020, from 1:30-3 pm at Northwest Bank in Lake Oswego, OR

Attendance:

JJay Jensen	Angela Devita	Katie McNeely
Chris Hermanski	Lynne Whitney	Cyndi Strandberg
Mary Ann Gray	Charlie Kovas	

Positive Focus

Each attendee shared a positive focus either personally or professionally. Good things are happening!

Consent Agenda

JJay reported on meeting minutes from the December 13th Executive Board Strategic Planning Meeting. Katie motioned to approve minutes, Angela seconded, all voted to approve the minutes.

Action/Planning/Discussion Items

1. Improvement Suggestions & Feedback on Chapter Meetings
 - a. Board members are needed to arrive early 2/21 to help set-up
 - b. JJay will meet with Eastside Secretarial to edit the luncheon invite
 - c. A system to identify paying guests was discussed at the registration
 - d. A Vendor Raffle was discussed and tabled to address at a future meeting.
 - e. NAPRM will charge the actual cost of gift card prizes to the vendor sponsoring.
2. The chapter now has a projector - Westside Secretarial is storing it and will bring it to meetings.
3. Updates from Committees and assignment of Committee Chairs for 2020
 - a. Education - Schedule of Speakers
 - i. March- Speaker TBA
 - ii. Mini Broker Owner Discussion
 1. A one-day MiniBroker Owner Conference is a vision in the development. The group had an open discussion.
 - iii. The NARPM National class, Risk Management, is scheduled for April 7, 2020. The place is still TBA, various locations were discussed. Jill

volunteered to research locations, catering, and accommodations for the speaker and report back to Chris and JJay at the 2/21 luncheon.

- iv. The next NARPM National class is scheduled for September 10th, 2020, Melissa Brandy, Developing Rewarding Owner Relationships.
- v. Chris opened a discussion about national-caliber speakers. At the conclusion of the discussion, a vote was called for. Katie motioned, Angela seconded and the Board unanimously approved authority for the Present, President-Elect and Education Chair to use education funds allocated to hire guest speakers.

Treasurer Report

1. Jill reviewed the status of NARPM Greater Portland accounts.
2. Jill requested that banking policies and procedures be reviewed for efficiency. A banking subcommittee was created to review chapter banking.
3. Chris brought a motion that a banking subcommittee is created. Committee members will be Treasurer, Katie, and Jill to review banking institutions, online authority, access, and safeguards. Cyndi seconded it and the Board unanimously approved.

Membership - Reconcile Membership Lists

1. Non-renewing members were discussed and follow up by membership committee was planned.
2. Membership discounts were discussed. MFNW offers a discount to NARPM members, the Board considered offering a reciprocal discount. No action was taken.
3. The end of February is the deadline to pay dues. Starting March 1st a \$50 late fee will be applied to past-due accounts.
4. The Board discussed having a paid position to handle some or all of the Lead Simple tasks. Could potentially be a virtual assistant.

Legislative-Charlie Kovas

1. Charlie reviewed recent legislative activity with the Board.

Special Events

1. Broker/Owner Conf & Expo April 20-22 at the TurtleBay Resort in Oahu, Hawaii
2. Washington State Conference, May 12-15, Seattle, WA
3. A check-in with Beth is needed regarding other scheduled and future events.

Next Board Meeting

April 14th from 1 to 3 pm. Location TBA

Adjourn

Topics Tabled for Discussion at the Next Board Meeting:

1. Vendor Raffle

Respectfully submitted by Cyndi Strandberg, Secretary, NARPM Greater Portland Chapter

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October 2020 Virtual Membership Meeting - 10/16/20 (4th Announcement)

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National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

OCTOBER VIRTUAL MEMBERSHIP MEETING

October 16, 2020
11:30- 1:00



Speaker
Sydney Labadie
Take Control of Your Time!


Join Executive Leadership Coach, Sydney Labadie for a presentation on Time Management Skills.
Learn to structure both work and life priorities in your day, month and year!
Develop a clear sense of purpose, overcome mindless time wasters and

create tools to implement effective time management framework.

CE Credits WILL be issued for this meeting. Please remember to include your license number with your registration!

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October 2020 Virtual Membership Meeting - 10/16/20 (4th Announcement)

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National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

OCTOBER VIRTUAL MEMBERSHIP MEETING

October 16, 2020
11:30- 1:00



Speaker
Sydney Labadie
[Take Control of Your Time!](#)

Join Executive Leadership Coach, Sydney Labadie for a presentation on Time Management Skills.
Learn to structure both work and life priorities in your day, month and year!
Develop a clear sense of purpose, overcome mindless time wasters and

create tools to implement effective time management framework.

CE Credits WILL be issued for this meeting. Please remember to include your license number with your registration!

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July 2020 Virtual Membership Meeting - 7/17/20 (2nd Announcement)

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JULY VIRTUAL MEETING

July 17, 2020
11:30- 1:00



Speaker
Anne Lackey

Co-Founder - HireSmart Virtual Employees
Topic - Outsourcing 101

Are you considering how to grow and scale, but not sure about your options outside of hiring locally? In this session, we will discuss all the available options and help you determine what option is right for you.

Anne Lackey loves starting and running businesses. Together with her husband, they co-founded and run multiple businesses for 2 decades. In 2014 they found an alternative to traditional hiring and have been helping other business owners grow and get control over their

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businesses while saving an average of 50-75% over traditional practices by sourcing quality employees from the Philippines. They have evaluated over 20,000 applicants and come up with the successful formula for any client needing help with: Customer Service, Sales Support, Marketing Support, Administration, and Accounting. If it can be done by a computer & a phone, they can source the right hire for their clients.

They believe in a high level of professionalism and are guided by an unwavering set of Core Values. Every virtual assistant they place agree to these maintain these core values as well as agree to these a Standard of Professionalism. It is fundamental to our business that everyone agrees to maintain a high level of ethics and professionalism.

<https://hiresmartvirtualemployees.com>

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April 2020 Virtual Meeting - 4/17 Zoom Meeting Link

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Zoom Meeting Link

APRIL



APRIL VIRTUAL MEETING

April 17, 2020
11:30- 1:00



Speaker

Jeremy Pool
Vice President Sales - PG Long Floorcovering
Topic - Teamwork - The Ingredient That Makes Excellence!
<https://pglongfloorcovering.com/>

SE credits WILL be issued for this meeting

We will be sending another email with the link and information to join this meeting

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NARPM Today's Virtual Membership Meeting 5/15

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National Association of Residential Property Managers
GREATER PORTLAND CHAPTER

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May

15

MAY VIRTUAL MEETING

May 15, 2020
11:30- 1:00



Speaker
Deb Newell
CEO/Broker - Real-Time Leasing
Topic - How To Build Your New Continuation Plan
www.realtimelending.com

CC Credits WILL be issued for this meeting. Please remember to include your license number with your registration.

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June 2020 Virtual Membership Meeting - 6/19 (Today)

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National Association of Residential Property Managers
GREATER PORTLAND CHAPTER



June 19

JUNE VIRTUAL MEETING

June 19, 2020
11:30- 1:00



Speaker
Marc Cunningham
President - Grace Property Management & Real Estate
Topic - YOU INC, Being the CEO of Your Own Life
www.RentGrace.com

CE Credits WILL be issued for this meeting. Please remember to include your license number with your registration.

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September 2020 Virtual Membership Meeting - 9/18/20 (2nd Announcement)

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SEPTEMBER VIRTUAL MEMBERSHIP MEETING

September 18, 2020
11:30- 1:00



Speaker
Adam Abplanalp
Managing Principal - The Cobalt Group
CTA requirements, audit must-have's and new/upcoming changes or procedures.

CE Credits WILL be issued for this meeting. Please remember to include your license number with your registration.

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August 2020 Virtual Membership Meeting - 8/21/20 (First Announcement)

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AUGUST VIRTUAL MEETING

August 21, 2020
11:30- 1:00

Join us Friday for a panel to discussion about the necessary changes our vendors have made for clients and customers due to Covid in an effort to ease your tenant's minds and protect you and your clients from the liability associated with managing their property. They've tweaked their systems, adjusted to the demands they've seen as a result of the pandemic and will share information on how those necessary changes have affected the timing, process and cost of their services. This will give great insight for us as managers to ensure that our tenants feel safe and our owners understand the modifications and expenses necessary to accomplish our tasks at hand.

Panelists to include: Brian Glass from Portland Construction Solutions, Jake Ramirez from Water Bear Cleaning and Restoration and Kim Grenfell from Certified Indoor Environmental.

CE Credits WILL be issued for this meeting. Please remember to include your license number with your registration.

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2021 NARPM Board Elections

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First Name *

Your answer _____
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2021 NARPM Board Elections

* Required

Candidates

	Approve	Dont Approve	Abstain
President - JJay Jensen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
President Elect - Cyndi Strandberg	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Secretary - Brock Billings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Treasurer - Jill Maricich	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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NARPM - 2021 Board Elections



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NARPM™
National Association of Residential Property Managers
GREATER PORTLAND CHAPTER



It's time to vote for the Portland Chapter of NARPM 2021 Board of Directors

Please remember to only vote once and to complete your voting by Sunday September 27th

[Vote Here](#)

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503.635.4477
jjay.jensen@mainlander.com

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971.258.4799
cyndi@evergreenpropertymgmt.net

PAST PRESIDENT: Chris Hermanski
503.635.4477
chris@mainlander.com

SECRETARY: Brock Billings
503.451.5400
brock@dwelrightpm.com

TREASURER: Todd Schectman
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