

Bylaws of

The Colorado Springs Chapter of the National Association of Property Managers, Inc.
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**The Colorado Springs Chapter of
The National Association of Residential Property Managers, Inc.
Updated August 2021**

ARTICLE I: Name, Purposes, Powers and Definitions

Section A: Name

The name of this organization shall be the Colorado Springs Chapter of the National Association of Property Managers, Inc. dba The Colorado Springs Chapter of the National Association of Residential Property Managers, Inc., hereinafter referred to as the Chapter.

Section B: Purposes

The purposes for which the organization is established are to:

1. Establish a permanent trade association in the residential property management industry along the Southern Front Range including but not limited to Colorado Springs, Monument, Black Forest, Falcon, Peyton, Security, Widefield, Fountain, Manitou Springs, Cascade, Green Mountain Falls, Woodland Park, Pueblo, Penrose and Canon City.
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 an exchange of ideas regarding residential property management.
5. To educate and promote legislative initiative in the Southern Front Range including but not limited to Colorado Springs, Monument, Black Forest, Falcon, Peyton, Security, Widefield, Fountain, Manitou Springs, Cascade, Green Mountain Falls, Woodland Park, Pueblo, Penrose and Canyon City.

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 Colorado.

1. The Chapter shall be subject to all rules, regulations, 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, hereinafter referred to as the National Association.

Section D: Geographical Definition

The Chapter's geographical definition shall be the Southern Front Range including but not limited to Colorado Springs, Monument, Black Forest, Falcon, Peyton, Security, Widefield, Fountain, Manitou Springs, Cascade, Green Mountain Falls, Woodland Park, Pueblo, Penrose and Canyon City.

ARTICLE II: Membership, Application, Acceptance and Voting

Professional, Associate, Support Staff, Affiliate, Honorary and Educational Members

Section A: Professional Member

A Professional Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow Colorado state regulatory licensing laws regarding licensure in 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 must comply with Colorado state regulatory licensing laws, but do not hold an active real estate license. A Professional Member is eligible to vote, hold an elective office and serve as a member of BOD and the Executive Committee.

Section B: Associate Member – Grandfathered January 1, 2021

An Associate Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow Colorado state regulatory licensing laws regarding licensure in performing the duties of a property manager. An Associate Member cannot hold the RMP® and/or MPM® designation, vote or hold an elective office, this member has never completed a course of instruction covering the NARPM Code of Ethics but may serve as a member of the BOD.

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 must comply with Colorado state regulatory licensing laws, but do not 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 Colorado state regulatory licensing laws. A Support Staff Member cannot vote or hold an elective office, but may serve as a member of the BOD.

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 BOD, the Executive Committee, chairpersons or committee members. An Affiliate Member cannot vote or hold an elective office, but may serve as a member of the BOD.

The Chapter shall not recognize National Affiliate Members as Affiliate Members of this Chapter. An Affiliate Member shall not be required to be a member of the National Association.

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 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 Chapter. Honorary Members must continue to meet the standards of their original membership category and are eligible to vote, hold elective office and serve as a member of the BOD or the Executive Committee.

Section F: Educational Member

An Educational Member is a licensed individual who manages residential properties but is not a member of the National Association. The Educational Member may attend all open educational opportunities sponsored by the Chapter. The goal of the Educational Member is to show the value of professional membership and improve the competency of property managers by allowing non-professional members access to quality property management education. They may attend up to two luncheons per year and pay the non-

reserved or “at the door” rate. They will not receive the Residential Resource Magazine but can obtain it through the website. These members may apply for, but not hold, a NARPM® designation. Dues for these members will be set during budgeting process of the Chapter. An Educational Member cannot vote, hold an elective office or serve as a member of the BOD or Executive Committee. An Educational Member can receive Colorado Continuing Education Credit when available.

Section G: Application and Acceptance by Professional, Educational and Affiliate Members

1. An applicant for Professional membership in the 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 Professional members must complete a Code of Ethics course of instruction from the National Association within 90 days of membership.
2. Educational Members must fill out and submit the Educational Membership Form in order for them to attend any educational opportunities.
3. Affiliate Members shall be licensed and/or certified and in good standing with their specific governing organization in industries where applicable in order to be members of the Chapter.

Section H: Voting

Eligible voting members shall 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-committees upon which the member serves, if any.

ARTICLE III: Suspension, Termination, Resignation 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 for reasons stated in the bylaws of the National Association.
2. By notification of the National Association 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 the National Association.

1. **Failure to Pay Obligations:** Membership shall terminate automatically when a member fails to pay annual Chapter dues within 60 days of the due date. Members may file a letter of appeal to the Executive Committee should an extension be needed to pay obligation.
2. **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.
3. **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 for non-payment of National Association annual dues.

Section C: Resignation of Membership:

1. Any member, other than Affiliate Member, may resign at any time by forwarding a letter stating such intent to the 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.
2. An 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.

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 a waiting period of one calendar year from the date of termination as a result of a presidential request or by an action of the National Association Board of Directors.
4. Upon request through the normal application procedures, if the resignation occurred beyond the current fiscal year and all financial indebtedness incurred has been paid and is current.

ARTICLE IV: Board of Directors and Executive Committee

Section A: Responsibilities

The Chapter Board of Directors (hereinafter known as the BOD), shall be comprised of the Chapter Executive Committee (hereinafter known as the Executive Committee) and additional positions as established by the Executive Committee in accordance with these bylaws and the bylaws of the National Association. The BOD shall have the 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, the bylaws of the National Association or their intent. Changes to the bylaws must be submitted to the National Association Board of Directors 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 Executive Committee members should faithfully attend all BOD and Executive Committee meetings. The Executive Committee shall be comprised of six (6) officers as follows:

1. 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 Executive Committee.
- f. Shall ensure the completion of all documentation required by the National Association.
- g. Coordinate speakers and lecturers that are relevant to the residential property management industry for Chapter meetings.
- h. Serve a term of one year commencing with the beginning of the new calendar year.
- i. Must be a Professional Member of the Chapter.
- j. Must attend annual Board Leadership Training offered by the National Association.

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 beginning of the calendar year.
- d. Automatically accede to the presidency during a calendar year when the presidency becomes vacant.
- e. Act as the Chapter's publications chairperson.
- f. Notify all Chapter members of upcoming meetings
- g. Undertake the responsibility for completing the Chapter of Excellence requirements by June 30 of each year.
- h. Undertake responsibility for such other activities as deemed appropriate by the President or Executive Committee.
- i. Serve a term of one year commencing with the beginning of the calendar year.
- j. Must be a Professional Member of the Chapter.
- k. Must be back up for attendance at the annual Board Leadership Training offered by the National Association if the President is unable to attend.

3. Secretary: The Secretary shall:

- a. Record, maintain and distribute the minutes of all regular and special meetings of the Board and Executive Committee as appropriate.
- b. File all federal, state and local reports as needed.
- c. Undertake responsibility for such other activities as deemed appropriate by the Executive 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 to present at each BOD meeting.
- e. Prepare financial reports for the Executive Committee upon request.
- f. Prepare an end-of-fiscal year report for the National 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 Executive Committee.
- i. Serve a term of one year commencing with the beginning of the calendar year.
- j. Must be a Professional Member of the Chapter.

5. Membership Chair: The Membership Chair shall:

- a. Maintain current chapter membership records to coincide with the National Association's membership database.
- b. Accept, verify applicant information and present to the Board for review prior to the Board meeting.
- c. Undertake responsibility for other such activities as deemed appropriate by the Executive 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.

6. Past President: The Past President shall:

- a. Shall serve as Chairman of the Nominating Committee.
- b. Undertake responsibilities for other such activities as deemed appropriate by the President.
- c. Undertake the responsibility for completing the Chapter Compliance requirements by November 30 of each year.
- d. Serve a term of one year commencing with the beginning of the calendar year.
- e. Must be a Professional Member of the Chapter.

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

Section A: Eligibility

- 1. To be eligible to serve as a Chapter officer, an individual shall be a Professional Member in good standing with both the Chapter and the National Association. Furthermore, the Professional 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.
2. To be eligible to serve as a Chapter President Elect and fulfill the term as President and Past President, the professional member must have at least 2 years experience working on or with the chapter as a chapter officer or Committee Chair.

Section B: Nomination of Members

Chapter members shall be notified in writing, or electronically if approved by the BOD, of the pending election and nominations solicited from the Chapter members at least sixty (60) days prior to the end of the calendar year. Nominations shall be done in two ways:

1. Write-in: Any member who writes in the name of a 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 percent (5%) of the Chapter's Professional Members.
2. In Person: Any member who is present during the electoral process can be nominated.

Section C: Elections

Elections shall be conducted no later than the September Chapter meeting, or electronically no later than the month of September, if approved by the BOD, 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 Chairman of the Nominating Committee and the President shall appoint the other two members of the committee. The recommendation(s) of the Nominating Committee shall be approved by the BOD and presented to the Chapter membership for final vote.
3. Uncontested Offices: The presiding authority shall identify to the membership those offices for which there is only one nominee. Upon a motion to close the nominations for such offices, that nominee shall be considered duly elected.
4. Contested Offices: In the case of a 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 BOD. The nominee receiving a simple majority shall be elected to the position.

5. The Chapter **shall/shall not (choose one)** allow nominations from the floor of the Chapter meeting. If electronic elections take place, write-in candidates must be solicited. Write-in candidates shall be added to the slate if said candidate's names are presented in writing to the Nominating Committee thirty (30) days before the election and accompanied by the signatures of ten percent (10%) of the professional members in good standing recommending the candidate(s) for a director or for an officer position.

Section D: Term of Office

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

Section E: Vacancies

1. Vacancy: An office shall be declared vacant when an officer:
 - a. Resigns that office through written notification to the President or the Secretary.
 - b. Is no longer eligible for membership in the Chapter or the National Association.
 - c. Is no longer capable of fulfilling duties of the office involved.
2. Filling a Vacated Office:
 - a. In the event that the position of President is vacated, the President-Elect shall automatically fill that position and shall continue to serve as both President and President-Elect.
 - b. In the case of other officers, a vacated office shall be filled: When more than three (3) calendar months remain before the next election at which the vacancy shall be filled. The individual must be a Professional Member that is nominated and approved by the BOD to fill the remaining year of the term. At the next election, the remainder of the term for the office must be filled through the nominating process.

ARTICLE VI: Meetings, Locations, Quorum and Majority Rule:

Section A: Meetings

1. The BOD shall meet with the same frequency as the Chapter meetings, or at a time approved by the Executive Committee, which must be no fewer than four (4) meetings annually.
2. Notice of Regular Meeting: With the advice and consent of the President, the Secretary shall notify all members of the BOD of the date, time and place by regular letter mailed or emailed to each member of the BOD.
 - a. Waiver of Notice: Attendance by any member of the BOD at a 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 BOD.
 - b. Electronic Meetings: If approved by the Executive Committee, a meeting can be held electronically in order to conduct the business of the Chapter.

Section B: Locations

All meetings of the Chapter shall be held within the geographic definition of the Chapter. All meetings of the BOD or Executive Committee shall be held within the geographic definition of the Chapter unless otherwise waived by all the members of the BOD. The annual meeting location of the Chapter shall be approved by the Executive Committee.

Section C: Quorum

1. A majority of the BOD officers in attendance at any regular or special meeting 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: Majority Rule

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

ARTICLE VII: Committees

Section A: Appointment

Except as otherwise stated in these bylaws or the bylaws of the National Association, the chairpersons and members of all sub-committees shall be appointed by the President with the advice and consent of the BOD.

Section B: Responsibilities

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

Section C: Creation and Dissolution

The President, with the advice and consent of the BOD, 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, Acknowledgment and Enforcement

Section A: Code of Ethics and Standards of Professionalism

The Code of Ethics and Standards of Professionalism shall be approved by the National NARPM Board of Directors.

As a condition of membership all Professional Members of NARPM® must complete a NARPM® Code of Ethics training. Each Professional Member of the association is required to complete a NARPM® approved ethics training either in classroom or through other means within ninety (90) days of making application, as approved by the board of directors of NARPM®. The association shall design a new course of instruction each four-year period to meet the requirement of membership. Failure to satisfy this requirement within ninety (90) days of making application to the association will result in the membership of the Conditional Member being suspended. If a Conditional Member has not taken the new member ethics class during their first year (12 months) of application, they will be terminated and will need to reapply for new membership.

Section A. Acknowledgment: Each applicant for membership in the Association shall read and be familiar with the Association Code of Ethics and Standards of Professionalism. Continual adherence to the Code is mandatory for membership in the Association. Professional Members shall have successfully completed a course of instruction on the NARPM® Code of Ethics.

Section B. Enforcement: The Board of Directors shall be responsible for enforcement of the Code of Ethics and Standards of Professionalism. Should a complaint be filed with the Board, the Board is charged with being fair and equitable to both Complainant and Respondent. The complaint will be turned over to the Professional Standards Sub-

Committee to investigate violations. The Committee shall report its findings to the Board; the Board will make a determination on the charges and take appropriate action.

Section C: Chapter Charter

A Chapter Charter is granted by the National Association of Residential Property Managers, Inc. 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 to hereby formally agree not take any legal action(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 of the national association taken for the purpose of enforcing the applicable Code of Ethics and Standards of Professionalism.

ARTICLE IX: Financial Considerations

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 BOD, as outlined below:

1. Payable: Dues for the Chapter are due January 1 of each year.
2. Non-payment of Dues: Failure to pay the annual Chapter dues within 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 Chapter dues for all members and each class of membership shall be established annually by the Executive Committee and approved by the BOD during the budgeting process.
4. Affiliate Dues: The amount of Chapter dues for Affiliate Members shall be established annually by the Executive Committee and approved by the BOD

during the budgeting process. The Chapter will charge dues to National Affiliate members.

5. Late Fees: Any payment received after the due date will be considered late, and a late fee may be assessed. The BOD 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 BOD and imposed upon the Chapter's 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 BOD.

Section E: Non-Binding

The Chapter shall not have any authority to financially obligate or bind the National Association of Residential Property Managers, Inc. for any reason.

ARTICLE X: Proposals and Procedures for Amending

Section A: Proposals

Amendments to these bylaws may be proposed by any Chapter member or board of director of the National Association of Residential Property Managers, Inc. 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 BOD, 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: Procedures for Amending

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

Once approved by the BOD, amendments shall be subject to approval by the Board of Directors of the National Association of Residential Property Managers, Inc. prior to their implementation or adoption by the Chapter and a final copy of these bylaws are to remain on file at the National Association's office.

ARTICLE XI: Miscellaneous

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 BOD, Executive Committee, officer(s), sub-committee chairperson(s) and sub-committee members, as well as the National Association, its board of directors, officers, chairpersons 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 Colorado state law, the Chapter shall notify the National Association of said amendments but no further action will be required.

Section E: Sexual Harassment

The National Association of Residential Property Managers™ (NARPM) has adopted a zero-tolerance policy toward discrimination and all forms of unlawful harassment, including but not limited to sexual harassment. This zero-tolerance policy means that no form of unlawful discriminatory or harassing conduct by or towards any employee, member, vendor, or other person in our workplace and at our events/meetings will be tolerated.

NARPM is committed to enforcing its policy at all levels within the Association. Any officer, director volunteer, member, or employee who engages in prohibited

discrimination or harassment will be subject to discipline, up to and including immediate discharge from employment or dismissal from the association.

Reporting Without Fear of Retaliation: No Association member will be retaliated against for reporting harassment. This no-retaliation policy applies whether a good faith complaint of harassment is well founded or ultimately determined to be unfounded. No Association officer, director, volunteer, or member is authorized, or permitted to retaliate or to take any adverse action whatsoever against anyone for reporting unlawful harassment, or for opposing any other discriminatory practice.

Section E: Dissolution

Should the Chapter's membership vote, by majority rule, to dissolve the operations of the Chapter, all remaining funds in the treasury will be sent to the National Association.

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

Open to Public Inspection

Department of the Treasury Internal Revenue Service

A For the 2021 calendar year, or tax year beginning , 2021, and ending , 20

B Check if applicable: C Name of organization COLORADO SPRINGS CHAPTER OF NATIONAL ASSOCIATION OF PROPERTY D Employer identification number 30-046666 E Telephone number 719-260-6871 F Group Exemption Number

G Accounting Method: [X] Cash [] Accrual [] Other (specify) H Check [X] if the organization is not required to attach Schedule B (Form 990).

I Website: J Tax-exempt status (check only one) - [] 501(c)(3) [] 501(c) () (insert no.) [] 4947(a)(1) or [] 527

K Form of organization: [X] Corporation [] Trust [] Association [] Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I

Table with 21 rows and 3 columns. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Values include 34160, 17614, 51774, 44401, 7373, 39569, 46942.

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	39569	46942
23 Land and buildings		
24 Other assets (describe in Schedule O)		
25 Total assets	39569	46942
26 Total liabilities (describe in Schedule O)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)		46942

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

What is the organization's primary exempt purpose? _____

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

28 _____ _____		
29 (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	
30 _____ _____		
31 (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	
31 Other program services (describe in Schedule O) (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	
32 Total program service expenses (add lines 28a through 31a)	31a	
	32	

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
ROBERT LYNDE PRESIDENT	5	0	0	0
KAREN SANTEE PAST PRESIDENT	2	0	0	0
JENNIFER POWILLEIT TREASURER	5	0	0	0
ROSE GUNNELS SECRETARY	2	0	0	0
CHARLES D'ALESSIO MEMBERSHIP	2	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?
35b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N
37a Enter amount of political expenditures, direct or indirect, as described in the instructions
37b Did the organization file Form 1120-POL for this year?
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?
38b If "Yes," complete Schedule L, Part II, and enter the total amount involved
39 Section 501(c)(7) organizations. Enter:
39a Initiation fees and capital contributions included on line 9
39b Gross receipts, included on line 9, for public use of club facilities
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under:
40b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I
40c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958
40d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization
40e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T
41 List the states with which a copy of this return is filed
42a The organization's books are in care of Telephone no. Located at ZIP + 4
42b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).
42c At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041--Check here and enter the amount of tax-exempt interest received or accrued during the tax year
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
44b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
44c Did the organization receive any payments for indoor tanning services during the year?
44d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

Yes	No
	<input checked="" type="checkbox"/>

46

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

Yes	No
47	

47

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

48	
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48

49a Did the organization make any transfers to an exempt non-charitable related organization?

49a	
-----	--

49a

b If "Yes," was the related organization a section 527 organization?

49b	
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49b

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000 ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000 ▶

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here 03/11/2022
 Signature of officer
 ROBERT LYNDE, PRESIDENT
 Type or print name and title
 Date

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
Firm's name ▶	Firm's EIN ▶		Phone no.	
Firm's address ▶				

May the IRS discuss this return with the preparer shown above? See instructions Yes No

	Actual 2019 12/31/2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 12/20/2021
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DUES INCOME:

GL CODE		Actual 2019 12/31/2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 12/20/2021
Affiliate Dues	210	\$5,364.00	\$7,500.00	\$7,200.00	\$7,500.00	\$6,595.00
Aff dues future year (\$\$ collected Dec)	2100-1			\$1,235.00		\$1,055.00
Support Staff	230	\$576.00	\$550.00	\$1,100.00	\$550.00	\$650.00
Support Staff, future year (\$ collected Dec)	2300-1			\$250.00		
Professional Dues	240	\$3,210.00	\$6,750.00	\$7,589.00	\$6,750.00	\$7,341.00
Prof dues, future year (\$ collected Dec)	2400-1			\$2,541.00		\$1,973.44
TOTAL DUES INCOME		\$9,150.00	\$14,800.00	\$19,915.00	\$14,800.00	\$17,614.44

OTHER INCOME:

Monthly Luncheons (except Mar/July & Dec)	2500	\$23,303.21	\$22,000.00	\$5,907.00	\$9,300.00	\$6,590.00
1/2 raffle income at lunch	250	\$1,119.50	\$1,000.00	\$192.50	\$400.00	\$394.50
CE Classes	255	\$225.00	\$0.00	\$240.00	\$970.00	\$1,040.00
Vendor Luncheon Table Fees	260	\$1,370.00	\$2,160.00	\$480.00	\$480.00	\$360.00
Vendor Social Table Fees	260	\$3,300.00	\$0.00		\$0.00	\$2,850.00
Landlord Symposium	270	\$10,915.00	\$13,000.00	\$2,433.00	\$17,220.00	\$17,220.00
Landlord Symposium Vendor Tables	275	\$10,140.00	\$10,000.00	\$5,480.00	\$10,000.00	\$4,450.00
National NARPM retention bonus	290	\$1,110.00	\$900.00		\$900.00	
NARPM National Education Reimbursement	295	\$668.00	\$0.00		\$0.00	
National NARPM grant	290	\$1,000.00	\$1,000.00	\$500.00	\$500.00	
Social Events		\$1,195.00				\$1,255.00
TOTAL OTHER INCOME		\$54,345.71	\$50,060.00	\$15,232.50	\$39,770.00	\$34,159.50

TOTAL INCOME		\$63,495.71	\$64,860.00	\$35,147.50	\$54,570.00	\$51,773.94
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	Actual 2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 12/20/2021
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EXPENSES:

CHARITABLE CONTRIBUTIONS:

Charitable 50/50	550	\$1,119.50	\$1,000.00		\$400.00	
Charitable	5501		\$1,000.00		\$1,000.00	\$1,250.00
Legislative	5510	\$2,000.00	\$4,000.00	\$4,500.00	\$12,000.00	\$12,000.00
NAF Advocacy	5515	\$1,000.00	\$500.00		\$0.00	
Charity - Bereavement - Illness	5520		\$500.00		\$1,000.00	\$1,000.00
TOTAL CHARITABLE CONTRIBS.		\$4,119.50	\$7,000.00	\$4,500.00	\$14,400.00	\$14,250.00

EDUCATION EXPENSES:

ACU Class & Fair Housing	560	\$590.30	\$750.00	\$580.00	\$800.00	\$400.00
Designation Reimburse (1/2 class expense)	5650	\$1,160.00	\$1,750.00		\$1,750.00	
Nat'l Convention Reimb	560	\$4,404.50	\$3,000.00		\$3,000.00	
Scholarship	5670	\$1,000.00	\$1,000.00		\$0.00	
Nat'l Class	5690		\$250.00		\$250.00	
Guest Speak Expense	570	\$3,731.31	\$1,000.00		\$0.00	
Education Expense: COX						\$1,862.00
CRMC Achievement Reimbursement	575	\$0.00	\$0.00		\$0.00	
TOTAL EDUCATION EXPENSES		\$10,886.11	\$7,750.00	\$580.00	\$5,800.00	\$2,262.00

EXECUTIVE COMMITTEE:

Legislative Conference	510	\$2,000.00	\$0.00		\$0.00	
Leadership to travel to Nat'l (Pres Only)	515	\$2,478.97	\$4,500.00		\$0.00	
Leadership travel to required training	5155		\$1,000.00	\$779.60	\$0.00	
NARPM Gift (cards for Nat 50/50)	5160		\$0.00		\$200.00	
Committee Meeting (reimb food/snack/dues)	5165		\$650.00		\$300.00	
Board Meeting Venue	5170				\$570.00	\$984.00
TOTAL EXECUTIVE COMMITTEE		\$4,478.97	\$6,150.00	\$779.60	\$1,070.00	\$984.00

LUNCHEON EXPENSES:

Monthly Luncheons (except Mar/July/Dec)	5300	\$22,776.78	\$22,000.00	\$5,425.53	\$9,100.00	\$5,758.15
December Christmas Dinner	5400	\$7,703.03	\$2,000.00		\$4,173.84	\$6,787.05
Installation Recognition & Plaques	5450	\$500.42	\$500.00		\$500.00	
Narpm "free" event (July Social)	5350	\$2,068.22			\$826.16	\$826.16
TOTAL LUNCHEON EXPENSE		\$33,048.45	\$24,500.00	\$5,425.53	\$14,600.00	\$13,371.36

	Actual 2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 12/20/2021
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MEMBERSHIP EXPENSES:

Membership Acquisition(inc facebook, free lunch)		\$500.00		\$420.00	
Name Tags /Branding items (t-shirts-caps)	5050	\$342.00	\$400.00	\$279.00	\$197.84
Membership Equip (rental/banner)	506	\$659.86	\$200.00	\$0.00	
TOTAL MEMBERSHIP EXPENSES		\$1,001.86	\$1,100.00	\$279.00	\$820.00

GENERAL & ADMINISTRATIVE EXP.:

Wild Apricot Database costs	5010	\$972.00	\$1,200.00	\$1,166.40	\$1,200.00	\$1,166.40
Bank Charges/Check order	58	\$81.44	\$100.00	\$56.99	\$100.00	\$34.00
Domains: change provider/renewal fees	5020					
Bank NSF	5805					
General Supplies & Expenses	58	\$323.32	\$150.00	\$17.86	\$150.00	
Quick Books yrly online subscrip	5815	\$221.71	\$250.00	\$221.71	\$250.00	\$221.60
Postage/PO Box	5	\$167.00	\$150.00	\$33.00	\$200.00	
PayPal expenses for online processing	585	\$1,384.00	\$1,500.00	\$1,158.44	\$1,500.00	\$850.81
Filing fees, State/Local	5860		\$10.00		\$10.00	
IRS prep/filing fees (accountant)	5870					
Adjustment Fund						
TOTAL GENERAL & ADMIN. EXP.		\$3,149.47	\$3,360.00	\$2,654.40	\$3,410.00	\$2,272.81

SYMPOSIUM EXPENSE:

Guest Speaker Expense	5	\$1,991.13	\$1,000.00		\$1,000.00	
Hotel Expense	5	\$9,886.74	\$11,000.00		\$11,063.20	\$11,063.20
Advertising (paper ads, flyers, etc)	524	\$1,615.00	\$2,000.00	\$383.00	\$1,000.00	
Symposium Expense (printed materials/sundry)	526	\$1,324.85	\$1,000.00		\$1,000.00	
TOTAL SYMPOSIUM		\$14,817.72	\$15,000.00	\$383.00	\$14,063.20	\$11,063.20

TOTAL EXPENSES: \$71,502.08 \$64,860.00 \$14,601.53 \$54,163.20 \$44,401.21

NET PROFIT/(LOSS) (\$8,006.37) \$0.00 \$20,545.97 \$406.80 \$7,372.73

Register Balance 46941.97

		Actual 2019 12/31/2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 11/4/2021	DRAFT Budget 2022
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DUES INCOME:

GL CODE							
Affiliate Dues	21	\$5,364.00	\$7,500.00	\$7,200.00	\$7,500.00	\$6,595.00	\$7,500.00
Aff dues future year (\$\$ collected Dec)	2100-1			\$1,235.00			
Support Staff	230	\$576.00	\$550.00	\$1,100.00	\$550.00	\$650.00	\$550.00
Support Staff, future year (\$ collected Dec)	2300-1			\$250.00			
Professional Dues	24	\$3,210.00	\$6,750.00	\$7,589.00	\$6,750.00	\$7,266.00	\$7,250.00
Prof dues, future year (\$ collected Dec)	2400-1			\$2,541.00			
TOTAL DUES INCOME		\$9,150.00	\$14,800.00	\$19,915.00	\$14,800.00	\$14,511.00	\$15,300.00

OTHER INCOME:

Monthly Luncheons (except Mar/July & Dec)	2500	\$23,303.21	\$22,000.00	\$5,907.00	\$9,300.00	\$4,770.00	\$22,000.00
1/2 raffle income at lunch	25	\$1,119.50	\$1,000.00	\$192.50	\$400.00	\$204.50	\$400.00
CE Classes	255	\$225.00	\$0.00	\$240.00	\$970.00	\$990.00	\$970.00
Vendor Luncheon Table Fees	26	\$1,370.00	\$2,160.00	\$480.00	\$480.00	\$240.00	\$2,160.00
Vendor Social Table Fees	26	\$3,300.00	\$0.00		\$0.00	\$2,100.00	\$0.00
Landlord Symposium	27	\$10,915.00	\$13,000.00	\$2,433.00	\$17,220.00	\$17,220.00	\$17,220.00
Landlord Symposium Vendor Tables	275	\$10,140.00	\$10,000.00	\$5,480.00	\$10,000.00	\$4,450.00	\$10,000.00
National NARPM retention bonus	29	\$1,110.00	\$900.00		\$900.00		\$900.00
NARPM National Education Reimbursement	295	\$668.00	\$0.00		\$0.00		\$0.00
National NARPM grant	29	\$1,000.00	\$1,000.00	\$500.00	\$500.00		\$1,500.00
Christmas Party sponsor fees							\$3,000.00
ACU Class Fees							\$1,250.00
Social Events		\$1,195.00				\$850.00	
TOTAL OTHER INCOME		\$54,345.71	\$50,060.00	\$15,232.50	\$39,770.00	\$30,824.50	\$59,400.00

TOTAL INCOME \$63,495.71 \$64,860.00 \$35,147.50 \$54,570.00 \$45,335.50 \$74,700.00

		Actual 2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 11/4/2021	DRAFT Budget 2022
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EXPENSES:

CHARITABLE CONTRIBUTIONS:

Charitable 50/50	55	\$1,119.50	\$1,000.00		\$400.00		\$400.00
Charitable	5501		\$1,000.00		\$1,000.00		\$1,000.00
Legislative	5510	\$2,000.00	\$4,000.00	\$4,500.00	\$12,000.00	\$12,000.00	\$6,000.00
NAF Advocacy	5515	\$1,000.00	\$500.00		\$0.00		\$0.00
Charity - Bereavement - Illness	5520		\$500.00		\$1,000.00		\$1,000.00
TOTAL CHARITABLE CONTRIBS.		\$4,119.50	\$7,000.00	\$4,500.00	\$14,400.00	\$12,000.00	\$8,400.00

EDUCATION EXPENSES:

ACU Class & Fair Housing	56	\$590.30	\$750.00	\$580.00	\$800.00	\$400.00	\$800.00
Designation Reimburse (1/2 class expense)	5650	\$1,160.00	\$1,750.00		\$1,750.00		\$1,750.00
Nat'l Convention Reimb	56	\$4,404.50	\$3,000.00		\$3,000.00		\$3,000.00
Scholarship	5670	\$1,000.00	\$1,000.00		\$0.00		\$1,000.00
Nat'l Class (designation class)	5690		\$250.00		\$250.00		\$250.00
Guest Speak Expense	57	\$3,731.31	\$1,000.00		\$0.00		\$2,500.00
Education Expense: COX						\$1,862.00	
CRMC Achievement Reimbursement	575	\$0.00	\$0.00		\$0.00		\$0.00
TOTAL EDUCATION EXPENSES		\$10,886.11	\$7,750.00	\$580.00	\$5,800.00	\$2,262.00	\$9,300.00

EXECUTIVE COMMITTEE:

Legislative Conference	51	\$2,000.00	\$0.00		\$0.00		\$0.00
Leadership to travel to Nat'l (Pres Only)	515	\$2,478.97	\$4,500.00		\$0.00		\$1,500.00
Leadership travel to required training	5155		\$1,000.00	\$779.60	\$0.00		\$1,000.00
NARPM Gift (cards for Nat 50/50)	5160		\$0.00		\$200.00		\$0.00
Committee Meeting (reimb food/snack/dues)	5165		\$650.00		\$300.00		\$300.00
Board Meeting Venue	5170				\$570.00	\$861.00	\$0.00
TOTAL EXECUTIVE COMMITTEE		\$4,478.97	\$6,150.00	\$779.60	\$1,070.00	\$861.00	\$2,800.00

LUNCHEON EXPENSES:

Monthly Luncheons (9 mos)	5300	\$22,776.78	\$22,000.00	\$5,425.53	\$9,100.00	\$3,971.67	\$22,000.00
December Christmas Dinner	540	\$7,703.03	\$2,000.00		\$4,173.84		\$5,000.00
Installation Recognition & Plaques	545	\$500.42	\$500.00		\$500.00		\$500.00
Narpm "free" event (July Social)	535	\$2,068.22			\$826.16	\$826.16	\$0.00
TOTAL LUNCHEON EXPENSE		\$33,048.45	\$24,500.00	\$5,425.53	\$14,600.00	\$4,797.83	\$27,500.00

	Actual 2019	Approved Budget 2020	Actual 2020 12/15/2020	Approved Budget 2021	Actual 2021 11/4/2021	DRAFT Budget 2022
MEMBERSHIP EXPENSES:						
Membership Acquisition(inc facebook, free lunch)		\$500.00		\$420.00		\$200.00
Name Tags /Branding items (t-shirts-caps)	5050	\$342.00	\$400.00	\$279.00	\$400.00	\$400.00
Membership Equip (rental/banner)	506	\$659.86	\$200.00	\$0.00		\$0.00
TOTAL MEMBERSHIP EXPENSES		\$1,001.86	\$1,100.00	\$279.00	\$820.00	\$197.84
GENERAL & ADMINISTRATIVE EXP.:						
Wild Apricot Database costs	5014	\$972.00	\$1,200.00	\$1,166.40	\$1,200.00	\$1,166.40
Bank Charges/Check order	58	\$81.44	\$100.00	\$56.99	\$100.00	\$32.00
Domains: change provider/renewal fees	5020					\$0.00
Bank NSF	5805					\$0.00
General Supplies & Expenses	58	\$323.32	\$150.00	\$17.86	\$150.00	\$150.00
Quick Books yrly online subscrip	5815	\$221.71	\$250.00	\$221.71	\$250.00	\$221.60
Postage/PO Box	5	\$167.00	\$150.00	\$33.00	\$200.00	\$200.00
PayPal expenses for online processing	585	\$1,384.00	\$1,500.00	\$1,158.44	\$1,500.00	\$658.82
Filing fees, State/Local	5860		\$10.00		\$10.00	\$10.00
IRS prep/filing fees (accountant)	5870					\$0.00
Adjustment Fund						\$6,190.00
TOTAL GENERAL & ADMIN. EXP.		\$3,149.47	\$3,360.00	\$2,654.40	\$3,410.00	\$2,078.82
SYMPOSIUM EXPENSE:						
Guest Speaker Expense	5	\$1,991.13	\$1,000.00		\$1,000.00	\$2,000.00
Hotel Expense	9	\$9,886.74	\$11,000.00		\$11,063.20	\$11,063.20
Advertising (paper ads, flyers, etc)	52	\$1,615.00	\$2,000.00	\$383.00	\$1,000.00	\$1,000.00
Symposium Expense (printed materials/sundry)	526	\$1,324.85	\$1,000.00		\$1,000.00	\$1,500.00
TOTAL SYMPOSIUM		\$14,817.72	\$15,000.00	\$383.00	\$14,063.20	\$11,063.20
TOTAL EXPENSES:		\$71,502.08	\$64,860.00	\$14,601.53	\$54,163.20	\$33,260.69
NET PROFIT/(LOSS)		(\$8,006.37)	\$0.00	\$20,545.97	\$406.80	\$12,074.81
Register Balance						49437.05

JAN

2021

Welcome 2021!

Time to come together!

Colorado Springs NARPM January Zoom Meeting

Scott Glascock Lt. Col Retired and Past Chapter President will present "Working With Vendors"

This will be a great presentation for both the Property Manager and NARPM Vendors!

This is a perfect time to learn how to best work with your Vendors and to learn how Vendors can best provide services for NARPM members.

Join us for the general meeting on January 19th from 12:00 – 12:45

Join Zoom Meeting

secondnature.zoom.us/j/6961581581 (ID: 6961581581)

Join by phone

(US) [+1 301-715-8592](tel:+13017158592)

[Joining instructions](#)

We hope you can join us!

FEB
2021

Colorado Springs NARPM Zoom Meeting

Tuesday February 16th 11:30 – 1:00

Featuring

Matt Rogers of All Seasons LLC will give a short presentation on our February business topic of Insurance.

Marcia Waters from the Division of Real Estate is our guest speaker and will present on Property Management Issues and concerns.

NARPM COS Chapter February Virtual Meeting

When Tue Feb 16, 2021 11:30am – 1pm Mountain Time - Denver

Joining info Join Zoom Meeting

secondnature.zoom.us/j/6961581581 (ID: 6961581581)

Join by phone

(US) [+1 301-715-8592](tel:+13017158592)

[Joining instructions](#)

We thank Second Nature National NARPM affiliate for hosting our February Zoom meeting.

www.secondnature.com

Hope to see you on Tuesday!

Cheers, Rob

2021 Colorado Springs NARPM President

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Tuesday, March 16, 2021 9:10 AM
To: Rob
Subject: Event Virtual Link: March 2021 Virtual Meeting COS NARPM, 16 Mar 2021



MAR
2021

Dear Robert Lynde MPM RPM,
You are invited to the following event:

March 2021 Virtual Meeting COS NARPM

When: 16 Mar 2021 11:30 AM, MDT

NARPM COS Chapter February Virtual Meeting

When	Tue March 16th, 2021 11:30am – 1pm Mountain Time - Denver
Joining info	Join Zoom Meeting Here is the link. https://secondnature.zoom.us/j/6961581581
Open these PDF forms for the talk:	3 march bev -Sec Dep Dispute form.pdf 3 march bev APM Check lists.pdf

Best regards,
Colorado Springs Chapter of NARPM

If you no longer wish to receive these emails you can unsubscribe at any time.

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Friday, April 2, 2021 10:18 AM
To: Rob
Subject: Event Announcement: April 2021 Virtual Meeting COS NARPM, 20 Apr 2021



APR
2021

Dear Robert Lynde MPM RPM,
You are invited to the following [event](#):

April 2021 Virtual Meeting COS NARPM

When: 20 Apr 2021 11:30 AM, MDT
Where: virtual

EVENT DETAILS:

Virtual Meeting

COS NARPM

Hosted by Second Nature

In celebration of April being Fair Housing Month we are honored to have Attorney **Karyn Harvey from Tschetter Sulzer** who has extensive experience in the Fair Housing arena of rentals. She will share the ins and outs of Fair Housing, and what happens when complaints are filed. Don't miss a second of Karyn's time with us.

Prior to Karyn taking over the screen, yes we are on zoom again, we will have a discussion regarding Fair Housing and harassment concerns for your businesses and contractors who are working for you.

Come join the conversation. Let's be the Best we can Be in 2021!

There is no registration. Just plan your calendar if you can attend.

Watch for a zoom link from us!

so they can view anything that you may want to screen share. If not there will also be a dial in that's part of the invite. ""on behalf of the chapter letting them know they should expect an email invitation from

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Tuesday, May 18, 2021 8:44 AM
To: Rob
Subject: May 2021 Virtual Meeting COS NARPM, 18 May 2021 ZOOM LINK



MAY
2021

Dear Robert Lynde MPM RPM,
You are invited to the following [event](#):

May 2021 Virtual Meeting COS NARPM

When: 18 May 2021 11:30 AM, MDT

Where: [CLICK HERE TO JOIN ZOOM MEETING](#)

Virtual Meeting

COS NARPM

Hosted by Second Nature

Featured Speaker:

Damian Cox Esq. of Cox Law Firm and Cox-Education will share industry trends and discuss DORA requirements including non-commission form disclosure, file requirements and the use of Brokerage Disclosures. Damian has worked on the DORA Forms Committee and Education Task Force.

May business topic will be a discussion on non-renewing tenants, letting owners go and when and why Property Managers stop using vendors. Come join the discussion.

Come join the conversation. Let's be the Best we can Be in 2021!

There is no registration. Just plan your calendar if you can attend.

Watch for a zoom link from us!

so they can view anything that you may want to screen share. If not there will also be a dial in that's part of the invite. ""on behalf of the chapter letting them know

they should expect an email invitation from Second Nature to join the NARPM Virtual event." You will want to ask them to download Zoom to their computer

Everyone will be muted and can ask additional questions through the chat section which I will screen and read to ensure no repeat questions since we will be on a time restraint.

This is your invite from the Board!

Come join the conversation. Let's be the Best we can Be in 2021!

There is no registration. Just plan your calendar if you can attend.

so they can view anything that you may want to screen share. If not there will also be a dial in that's part of the invite. ""on behalf of the chapter letting them know they should expect an email invitation from Second Nature to join the NARPM Virtual event." You will want to ask them to download Zoom to their computer

Everyone will be muted and can ask additional questions through the chat section which I will screen and read to ensure no repeat questions since we will be on a time restraint.

This is your invite from the Board!

If you no longer wish to receive these emails you can unsubscribe at any time.

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Tuesday, June 15, 2021 10:18 AM
To: Rob
Subject: June 2021 Virtual Meeting COS NARPM, 15 Jun 2021 ZOOM LINK



JUN
2021

Dear Robert Lynde MPM RPM,
You are invited to the following event:

June 2021 Virtual Meeting COS NARPM

When: 15 Jun 2021 11:30 AM, MDT

Where: [CLICK HERE TO JOIN ZOOM MEETING](#)

Virtual Meeting

COS NARPM

Hosted by Second Nature

Featured Speaker:



Attorney Ken Davidson will bring us up to date on the evictions, late fee's and happenings in and around the El Paso County Courts. Ken's second home is his office on Main Street, his primary residence is the El Paso County Court... Come hear what the latest eviction and collection gossip is!

We will also have updates on the **July 17th Social** and Fund Raiser for the Bob Telmossé Foundation Christmas Giveaway, legislative update, upcoming live meetings, the Landlord Symposium and our business topic of employee communication.

Come join the conversation. Let's be the Best we can Be in 2021!

There is no registration. Just plan your calendar if you can attend.

Watch for a zoom link from us!

so they can view anything that you may want to screen share. If not there will also be a dial in that's part of the invite. You will want to ask them to download Zoom to their computer

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There is no registration. Just plan your calendar if you can attend.

so they can view anything that you may want to screen share. If not there will also be a dial in that's part of the invite. "on behalf of the chapter letting them know they should expect an email invitation from Second Nature to join the NARPM Virtual event." You will want to ask them to download Zoom to their computer

Everyone will be muted and can ask additional questions through the chat section which I will screen and read to ensure no repeat questions since we will be on a time restraint.

This is your invite from the Board!

If you no longer wish to receive these emails you can unsubscribe at any time.

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Tuesday, August 10, 2021 11:00 AM
To: Rob
Subject: Event Announcement: 2021 August Luncheon - Discussion: Legislative Updates, 17 Aug 2021

AUG
2021

Robert Lynde MPM RPM,

Upcoming event information:
2021 August Luncheon - Discussion: Legislative Updates Hotel Elegante, 2886 S Circle Dr., Colorado Springs, CO
Date: 17 Aug 2021 11:00 AM MDT



2021 August Luncheon

Please join us in August for our FIRST in person Luncheon! Lance will be leading our Business Discussion talking about how COVID has affected our day to day POSITIVELY and making us better.

Guest speaker: Attorney **Brandon Ceglian** will be addressing the 2021 legislative session, new legislation, latest news on evictions and so much more.



Vendor registrations for Tables are handled thru the Affiliate Co-ordinator.

(Christy Lehmpuhl)

Remember early registration ends at midnight on August 11 , 2021.

Cancellations in writing must be received by the Treasurer only, no later than midnight the Thursday before the event. Checks and cash always welcome at the door. Credit/debit can only be used on line.

Late registrations, and at the door are at a cost of \$40.00. A Registration means a lunch will be prepared for you, that the Chapter has to pay for. Therefore payment is expected at time of service.

No refunds for non-attendance.

More information and online registration: [2021 August Luncheon - Discussion: Legislative Updates](#)

Best regards,
Colorado Springs Chapter of NARPM

[Unsubscribe from event announcements](#)

Rob

From: Colorado Springs Chapter of NARPM <admin@system.coloradosprings.narpm.org>
Sent: Tuesday, October 12, 2021 10:28 AM
To: Rob
Subject: Event Announcement: 2021 October Luncheon - Panel Discussion: How to Stay Compliant, 19 Oct 2021

OCT
2021

Robert Lynde MPM RPM,

Upcoming event information:

2021 October Luncheon - Panel Discussion: How to Stay Compliant

Hotel Elegante, 2886 S Circle Dr., Colorado Springs, CO

Date: 19 Oct 2021 11:00 AM MDT

[Register](#)

[Not attending](#)



2021 October Luncheon

Please join us in October for our Colorado Springs NARPM Chapter Luncheon! We will be having a Panel Discussion on how to stay compliant with all of these new law changes. Here are some hot points we will be discussing:

1. How to deal with leases clauses that are no longer compliant due to new laws.
2. Suggested lease changes if you haven't already made them
3. New eviction timing due to right to cure time period



Vendor registrations for Tables are handled thru the Affiliate Co-ordinator.

(Christy Lehmpuhl)

Remember early registration ends at midnight on October 13, 2021.

Cancellations in writing must be received by the Treasurer only, no later than midnight the Thursday before the event. Checks and cash always welcome at the door. Credit/debit can only be used on line.

Late registrations, and at the door are at a cost of \$40.00. A Registration means a lunch will be prepared for you, that the Chapter has to pay for. Therefore payment is expected at time of service.

No refunds for non-attendance.

More information and online registration: [2021 October Luncheon - Panel Discussion: How to Stay Compliant](#)

Best regards,
Colorado Springs Chapter of NARPM

[Unsubscribe from event announcements](#)

This email contains links that will automatically log you into the Colorado Springs Chapter of NARPM site. These links will work for the next 7 days only. Please, don't forward this email to anyone!

Rob

From: Rob Colorado Springs NARPM <info@narpm.org>
Sent: Friday, November 12, 2021 10:46 AM
To: Rob
Subject: Redline 2022 Contracts Class Tuesday at 12:45

NOV
2021

Happy Friday Colorado Springs NARPM !!!!!

The Colorado Sales Contract has significant changes for 2022. I will be teaching a Redline contracts class on Tuesday from 12:45 - 3:45!

You can join us in person at the Hotel Elegante or on Zoom. In order to get credit for zoom classes you must have your camera's on and be engaged in the class.

Tuesday November 16th, 2021

12:45 - 3:45 Cost \$30.00 - 3 hours CE

Hotel Elegante - Colorado Springs or Zoom

Register for the class at Cox Education

<https://cox-education.com/classes.cfm?classes=NARPM>

Have a great weekend, Cheers, Rob

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Colorado Springs- ZOOM

Members Present

Rob Lynde (Officer - President)
Jennifer Powilett (Officer – Treasurer)
Andrea Warner (Officer -- President Elect)
Rose Gunnels (Secretary)
Charles D'Alessio (Membership Chair)
Christy Lehpuhl (Affiliate Chair)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 A.M. Feb 5, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

Secretary Minutes; No minutes from January

Treasures Report: Board Members discussed the budget. The board decided to give CLLC \$2000. At this time and more as we can throughout the year. The budget was approved for 2021 with a surplus of 4000 if all income comes in. If funds available the additional 4000 would be put toward the CLLC. Andrea made the motion and Charles second the motion We will be adjusting the budget throughout the year as our organization changes with the current pandemic. We are dedicated to stay in budget.

Committee Report: Committee members were not present at this board meeting.

Membership – Charles has signed up a few new members since the first of the year. Charles will be sending out emails to all NARPM members to introduce the new members.

Affiliate – Christy will update the affiliate packets with emails address to all the members for the new affiliates. They will be asking to only email once a month to members.

Education – Cox Education will be offering Property Management classes and ANRPM will be supporting these classes.

Designation –

Legislative –

Website/Marketing – We discussed trying to do more Social Media on Facebook.

New Member Mentor-

Social Committee-

Past President – Karen will work on the Chapter of Excellence and the Chapter of Compliance for 2020 due in March.

Website- Rob will work with national to update the new board members to the website.

Symposium- We will move forward with the setting up a HYBRID and hoping that we will be able to meet in person in the fall.

Upcoming Dates: The board will meet the 2ng Tuesday of the month at 10:00. March meeting will be at Charles office, 522 N. Academy 3rd floor. Chapter meetings will be continuing on ZOOM the 3rd Tuesday of the Month.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Charles Office Synergy 522 N. Academy 3rd Floor

Members Present

Rob Lynde (Officer - President)
Jennifer Powilett (Officer – Treasurer)
Karen Santee (Officer Past President)
Charles D'Lessio (Membership Chair)
Betsey Madson (Legislative Chair)
Michelle Getz (Website Chair)
Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Secretary)
Angie Finch (Greeter)
Misty Berger (RMVP)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 a.m. March 9, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

Secretary Minutes; Approved with one edit. Added Karen Santee

Treasures Report : reported 20 affiliate, 20 broker and 8 support staff have not paid dues for 2021

Membership – Charles reported 1 new member

Affiliate – Rob will call all Affiliates that have not rejoined in 2021

Education –

Designation –

Legislative – Betsy updated that CLLC is doing a great job. Board decided to email NARPM and Vendors the updated and all to action items.

Website/Marketing –

New Member Mentor: will be Andrea Warner

Social Committee- Charles D'Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuhl will work together to detail the plans for the July function.

Past President- Will complete the Chapter of Compliance this week and Chapter of Excellence by the end of March

Board of Directors Minutes

Colorado Springs Chapter of NARPM
Elegant Hotel

Members Present

Rob Lynde (Officer - President)
Andera Warner (president elect)
Jennifer Powilett (Officer – Treasurer)
Karen Santee (Officer Past President)
Betsy Gossage (Legislative Chair)
Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Secretary)
Angie Finch (Greeter)
Misty Berger (RVP)
Lance Kohler (Treasure elect)
Nicole Reinhardt (Education chair)
Tina Renshaw (Education committee)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 a.m. April 13, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

Secretary Minutes; Approved with one edit. Changed Misty from RMVP to RVP

Treasures Report : Paid CLLC \$2000. Added room charge of \$150 per month for Board Meeting. Added Fair Housing Class to pay Rob \$400.

Membership –

Affiliate – The membership list will be confirmed and sent out to vendors by 4/23/2021

Education – Rob and Nicole are working on a new audit class for the symposium. We will invite lobbyist to speak at the lunch.

Designation – Scott will be addressing designations at each monthly meeting.

Legislative – Betsy updated that CLLC is doing a great job. Board decided to email NARPM and Vendors the updated and all to action items.

Website/Marketing – Need to check to see why some members are not getting group emails. Rob is in process of updating the website.

New Member Mentor:

Social Committee- Angie gave an update. The flyer will be ready soon.

Past President- Has completed the Chapter Compliance this week and Chapter of Excellence.

President- Rob gave everyone a binder to write their job description so we can pass it on to the next person in our position.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Elegant Hotel

Members Present

Rob Lynde (Officer - President)
Jennifer Powilett (Officer – Treasurer)
Karen Santee (Officer Past President)
Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Secretary)
Misty Berger (RVP)
Lance Kohler (Treasure elect)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:21 a.m. May 11, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

President We discussed classes for the symposium. Lance led the group in a discussion on how to end management with an owner, ending a relationship with a vendor. Misty reminded us all that National is asking us to update the bylaws.

Secretary Minutes; Approved with one edit. Spelling corrections

Treasures Report : changes to the budget increase income for classes to \$970, expenses ACU class \$400, board meeting at Elegant \$570.

Membership – Rob, Jennifer and Karen will call all members and Vendors in June that have not renewed to invite them to renew and tell them about the July Social.

Affiliate – We have 13 Vendors that have signed up for the July Social.

Education – We discussed the classes and them for the Symposium. (How to be a compliant Property Management Company.)

Designation – Will be presented at the June meeting. Christy will review the Vendor packet for the Symposium

Social- Rosie will send the Flyer to Michelle to be put on the website as an event, and social media.

Website/Marketing – Rob has done a great job getting the website up to date. Rob and Rosie will work on getting the minutes uploaded to the website.

Past President- Christmas Social had been booked at the Elegant. We have been approved for the Chapter of Excellence.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Elegante Hotel

Members Present

Jennifer Powilett (Officer – Treasurer)	Dave Kraszewski(Newsletter)
Karen Santee (Officer Past President)	Andrea Warner (President Elect)
Charles D’Lessio (Membership Chair)	Lance Kohler(Treasure Elect)
Betsey Madson (Legislative Chair)	Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Secretary)	Angie Finch (Greeter)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:07 a.m. June 8, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting

President- Rob is working on the Symposium. Cox Education will organize the education, several members will be teaching classes. Nichol will be speaking at each class. Rob will work on getting a grant from NARPM for the CAR conference Booth, Rob will also work with the CLLC to be at the CAR conference.

President Elect- Andrea will work to get a NARPM booth at the CAR Conference,

Secretary Minutes; Approved

Treasures Report : Update was reviewed and approved

Membership – Charles will follow up with unpaid members.

Affiliate – Christy will start selling tables for the upcoming in person meetings and Symposium.

Education – Cox Education will be organizing the education for the Symposium

Designation – Another RMP will be announced at the upcoming meeting.

Legislative – Betsy updated that CLLC is doing a great job. We were lucky this year.

Website/Marketing – Rob will update Michelle with items for the website.

Social Committee- Charles D’Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuhl , July social is coming together great! We have two bikes at this time.

Past President- Will start working with Andrea to recruit new Board members. Karen is working with the Elegante to reserve rooms for our in person meetings.

We will all be reading and working on the changes to the BY laws required by NARPM National

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Hotel Eleganté

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President)
Michelle Getz (Website Chair)
Rose Gunnels (Secretary)
Lance Kohler (Treasure Elect)
Nicole Reinhart-Bartlett (Education Chair)
Dave Kraszewski (Newsletter)
Scott Glascock (Designation Chair)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 a.m. July 13, 2021

Roll Call

Roll Call was taken.

Secretary Minutes: Approved

Treasures Report : none

Membership – none

Affiliate – none

Education – We discussed the classes for the Symposium

Designation – At the next NARPM meeting Scott will discuss getting your designations

Legislative – none

Website/Marketing – Michelle will help Dave to upload the newsletters to the website.

New Member Mentor: none

Social Committee- July Social is Saturday Rosie will follow up with the committee.

Past President- Karen has been working with Hotel Eleganté to reserve rooms for the Dec Social, and we discussed the menu for the upcoming year meetings. Karen will be recruiting new board members for 2021.

President- Rob discussed the changes that needed to be made to the by-laws. Rob also discussed the Symposium, classes and the schedule.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Elegente Hotel August

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President)
Charles D'Lessio (Membership Chair)
Betsey Gossage (Legislative Chair)
Michelle Getz (Website Chair)
Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Secretary)
Angie Finch (Greeter)
Nichole Reinhart-Barlett (Education Chair)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:06 a.m. August 10, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

President: Rob went over the agenda for the August meeting and the September Symposium We also discussed the classes, Sept 22, after hours and future board.

Secretary Minutes; Approved

Treasures Report: We raised \$750 for Bob Telmosse We have decided to split the \$1000 donation this year and give \$500 to Bob Telmosse and \$500 to Care and Share.

Membership – Charles reported he was looking forward to in person meeting so he could go to each table and talk to everyone that comes.

Education – Cox Education is working on getting the link correct for the Symposium.

Designation –

Legislative – Sept 22, NARPM will host a night with the Legislators. We are asking NARPM members to donate to pay for the appetizers and 1 drink for everyone that attend.

Website/Marketing –

New Member Mentor: Charles will email all past member that have not joined this year to invite them to Aug meeting.

Social Committee- Charles D'Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuhl will now be working on the Dec Christmas Party.

Past President- Will be working on the details of the Symposium.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Email meeting on August 24th, 2021

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President)
Charles D'Lessio (Membership Chair)
Rose Gunnels (Secretary)
Jennifer Powilleit (Treasurer)

Welcome and Call to Order: An Email meeting was called to order to elect a new President Elect for 2021

Roll Call: All board members were a part of the email nomination.

An email was started to announce that Andrea Warner was unable to complete the term of President elect. Rose Gunnels nominated Karen Santee to take the place of President elect 2021 and become the President for the term of 2022.

Jennifer Powilleit second the nomination.

It was open for discussion by Rob Lynde.

No discussion from any board member.

It was then opened for a vote by the board. We have a unanimous vote to elect Karen Santee to take the position of President elect and become the President.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Elegant Hotel

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President and President Elect)
Michelle Getz (Website Chair)
Rose Gunnels (Secretary)
Angie Finch (Greeter)
Misty Berger (RVP)
Lance Kohler (Treasury Elect)
Dave Kraszewski (Newsletter)
Lorenys Perez (Secretary Elect)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:10 a.m. October 12, 2021

Roll Call

Roll Call was given, and no quorum was present at the meeting.

Secretary Minutes; reviewed by email and approved

Treasures Report : report was emailed to the board and discussion of moving the remaining funds from the July Social to the Dec Social and adding a \$1000. For a total of \$4173.40 for the Dec Social. We also discussed giving the CLLC the balance of \$4,000 that we pledger for 2021. And possibly \$6000 for 2022. This will need to be voted on by the board in the near future.

President Rob Discussed the Symposium, we talked about the successes and the items we would like to improve on next year. Vendors were sent a list of attendees at the Symposium. We had 133 attend plus Vendors. Cox Education, speakers and the Tech guys did a great job.

Website/Marketing Michelle will work with Misty and National to get the website working correctly.

RVP Misty Suggested that we have a NARPM table with the Vendors at the Next Symposium and offer new members free for the balance of the year with they join during the symposium

Newsletter Dave ask for us to be better at submitting articles and pictures to the newsletter.

Social Committee- Charles D'Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuhl will work together to detail the plans for the Dec function.

Past President- Is now the new President, Karen will start working with the new board to set up next year's meetings.

Board of Directors Minutes

Colorado Springs Chapter of NARPM

Elegente Hotel August

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President) President Elect)
Charles D'Lessio (Membership Chair)
Rose Gunnels (Secretary)
Angie Finch (Greeter)
Lance Kohler (Treasury Elect)
Jennifer Powelleit (Treasury)
Lorenys Perez (Secretary Elect)

Welcome and Call to Order

President Rob Lynde called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:11 a.m. November 9, 2021

Roll Call

Roll Call was given, and quorum was present at the meeting.

Secretary Minutes; Minutes for two meeting in Oct were approved.

Treasures Report : Report was discussed in detail, suggestions were made for 2022 that member fees should go up to \$80, Symposium we should have a both and offer free membership for the remainder of the year if they join. Possible prorated membership few per quarter.

Membership – Charles reported that in 202 he was able to get 35 new members and 2021 30 new members.

Legislative – Charles was asked to be the Legislative Chair for 2022 He will get back to the board with his decision.

Website/Marketing – Website is still not correct and Michell and Misty will keep working on it with Rob. Suggestion was made that Michell and Lance should set up a committee to look into other ways for member to pay fees instead of paypal.

New Member Mentor: will be Betsy for 2022

Social Committee- Charles D'Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuhl will meet next week to finalize the End of Year Celebration details.

Past President- Karen has almost finished the meeting set up for 2022 and Symposium. Steve Schultz will be here for the Symposium, Mark Cunningham in Oct.

Newsletter- Dave ask for members and board to send articles and pictures to him for the news letter.

Board of Directors Minutes

Colorado Springs Chapter of NARPM
October Email Vote 10/13/2021

Members Present

Rob Lynde (Officer - President)
Karen Santee (Officer Past President)
Charles D'Lessio (Membership Chair)
Rose Gunnels (Secretary)
Jennifer Powilett (Treasurer)

After the Oct meeting Rob sent an email to the board with the following items as subjections to the members of the board that were not at the meeting.

1: Move \$1,173.84 from July social budget that was not used to December End of Year Celebration. Creating a budget of \$3000.

2. Move \$1000 budgeted for Leadership Training to a gift for Betsy Gossage who just lost everything in a house fire this past weekend.

Landlord symposium brought in \$17,220 we had projected 10,000

(We did not have any speaker fees, advertising or printed material expense for a saving of \$3000 that was budgeted for)

3. Pay the CLLC \$4000 that was approved earlier in the year but held off on until LS proceeds were confirmed.

4. Pay the CLLC \$6000 for 2022 –

5. Increase the End of year Celebration by \$1000 for a total budget of \$4000

Charles made the motion to go forward with these items.

Rosie Second the motion.

All other board members were in favor of these budget changes.

Jennifer will make adjustments as requested to the budget as follows:

increased budget income for Symposium to reflect actual numbers of \$17, 120

*increased the "charity – Bereavement – Illness" from \$250 to \$1000 for Betsy

*increased Legislative from \$6000 to \$12000

*increased holiday Party to \$4173.84

Board of Directors Minutes

Colorado Springs Chapter of NARPM

A Cut Above

Members Present

Karen Santee (President)
Charles D'Lessio (Legislative Chair)
Betsey Gossage (President Elect)
Michelle Getz (Website Chair)
Christy Lehmpuhl (Affiliate Chair)
Rose Gunnels (Designation Chair)
Angie Finch (Greeter)
Lance Kohler (Treasury)
Dyan Osborne (Menebership)

Welcome and Call to Order

Karen Welcomed Everyone

Roll Call

Roll Call was taken

Secretary Minutes;

Treasures Report : report was discussed and changes were made. The board will review and vote on it in Jan.

Membership –

Affiliate –

Education – Cox

Designation –

Legislative –

Website/Marketing – Michelle will update the website with member ship amount for dues. Early \$80 after Jan 31,2022 \$100

New Member Mentor:

Social Committee- Charles D'Alessio, Rose Gunnels, Angie Finch, Jennifer Powelleit, Christy Lehpuh have done an awesome job with the Social events this year.

President- We went over all the meetings for 2022 and completed the list.

NARPM Colorado Springs Calendar 2021

October 19 Business Topic – Learning from the Past – discussion of challenges and fixes from the Legislative session
Speaker: TBD

November 16 Business Topic – Organizational Skills/Systems
Speaker: TBD

December 7 Holiday Party - Hotel Elegante

Congratulations to our 2022 Colorado Springs Board of Directors!!

Past President: Rob Lynde
President: Karen Santee
President Elect: Betsy Gossage
Treasurer: Lance Kohler
Secretary: Lorenys Perez
Membership: Dyan Osborne



I look forward to working with you to make my Mulligan a success!

— Karen

Landlord Symposium15.5 and September Meeting Minutes

Colorado Springs Chapter of NARPM

Landlord Symposium 15.5

Hotel Elegenté September 23, 2021

Board Members Present

Rob Lynde (Officer - President)

Karen Santee (Officer Past President and President-Elect)

Charles D'Alessio (Membership Chair)

Betsey Gossage (Legislative Chair)

Rose Gunnels (Secretary)

100 members and guests in person (professional and support staff)

32 attending on zoom

23 Vendors

***Nancy to give Audit results and stories at beginning of each session... scare them then teach them**

Schedule of Learning and Networking:

7:30 – 8:00 Registration and Sponsor Networking

Breakfast Sponsored by:

8:00-8:10 Welcome – Rob to start the meeting and get all to their seats, introduce Master of Ceremonies Attorney Damian Cox:

Pledge of Allegiance – Lance Kohler

Damian to go over Zoom CE Rules and in-person Sign-in sheets process for CE

Introduce the 2021 Board

8:10-9:50 PM Agreement, Forms and Files – Presented by Rob

9:50 - 10:20 *Sponsor Networking.*

Damian mentions all vendors

Karen Santee – Goes over in person voting process, mentions proxy and absentee ballots that she has already received and hands out in-person ballots

Damian mentions break sponsor – testimonial

10:20 - 12:00 Damian calls all back and introduces Misty

Fair Housing, Showings, Broker Relationships, Tenant qualifying

Presented by Misty –

12:00 – 12:15

Sponsor Networking

Damian mentions all sponsors

Reminder to vote, ballot to be picked up during lunch

12:15 – 1:15

Lunch & Networking with Sponsors – Save a seat for your favorite Vendor!

Damian – Sponsor testimonial

Karen – collects ballots

1:15 – 2:05

Damian brings all back and introduces Daniel

Accounting – 3 Way reconciliation presented by Daniel Rogers

2:05 – 2:55

Rob, Nicole and Damian work thru slides and handle questions – tag-team

The Unexpected Audit - Catch all... what the paperwork looks like and process; all the areas we can find that are not necessarily in rule but brokers have been hit on or told to fix...

2:55 – 3:25

Sponsor Networking

Karen announces the results of voting including in-person, proxy, and email ballots submitted

Damian Reads "email" from (Rob) Danielle Coke – zoom attendee acknowledging all the vendors

Damian - Snack Sponsor testimonial

3:25 – 4:15

Damian introduces Pete Muccio P.C. from T – S

New Legislation – presented by Pete Muccio of Tschetter Sulzer

4:15 –

Closing Remarks - presented by Rob and Damian

CE Certificates

Sponsor Give-a-Ways

Colorado Springs Chapter NARPM 2022 Board of Directors Ballot

President Elect: Betsy Gossage write in _____

Secretary: Lorenys Perez write in _____

Membership: Dyan Osborne write in _____

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President Elect: Betsy Gossage write in _____

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Rob

From: Colorado Springs NARPM <info@narpm.org>
Sent: Tuesday, August 24, 2021 1:22 PM
To: shurik101@gmail.com
Subject: Notice of Election for 2022 Board

Election for the 2022 Colorado Springs NARPM Board of Directors

Voting will take place September 23rd during Landlord Symposium 15.5 which is Thursday September 23rd.

All professional members are allowed to vote either in person, proxy, or email. More details to come regarding proxy and email voting.

The following are the Board positions being filled and those running for office.

President Elect: Betsy Gossage

Secretary: Lorenys Perez

Membership: Dyan Osborne

I want to thank those stepping up to help our Chapter along with the 2021 Board and Committee Chairs. I encourage you to get involved in 2022. Only with your help and involvement will the Chapter thrive.

Regards,

Rob Lynde, 2021 Colorado Springs Chapter President.