

	Actual 2016 through 12/16/16	proposed budget 2017	Actual 2017 2017 12/30/2017	proposed budget 2018
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**DUES INCOME:**

	GL CODE				
Affiliate Dues	2100	4,872.10	4,800.00	3947.00	3700.00
Aff dues future year (\$\$ collected Dec)	2100-1	0.00	0.00	1763.98	
Support Staff	2300	72.00	200.00	252.00	300.00
Professional Dues	2400	2,929.22	2,900.00	2481.00	3000.00
Prof dues, future year (\$ collected Dec)	2400-1			972.00	
<b>TOTAL DUES INCOME</b>		<b>7,873.32</b>	<b>7,900.00</b>	<b>9415.98</b>	<b>7000.00</b>

**OTHER INCOME:**

Monthly Luncheons (except Mar/July & Dec)	2500	12,654.32	12,000.00	11674.30	11400.00
1/2 raffle income at lunch (care/share)	2510	681.50	600.00	768.00	650.00
CE Classes	2550	1,840.00	2,000.00	1097.00	1300.00
Vendor Luncheon Table Fees	2600	1,600.00	1,800.00	1772.00	1800.00
Vendor Social Table Fees	2605			1400.00	1400.00
Landlord Symposium	2700	13,545.00	13,000.00	12669.00	13000.00
Landlord Symposium Vendor Tables	2750	9,150.00	9,150.00	10045.00	9150.00
National NARPM retention bonus	2900	940.00	940.00	900.00	900.00
NARPM National Education Reimbursement	2952	3,346.26	0.00	4274.17	
National NARPM grant	2950	1,000.00	1,000.00	500.00	
<b>TOTAL OTHER INCOME</b>		<b>44,757.08</b>	<b>40,490.00</b>	<b>45099.47</b>	<b>39600.00</b>

**TOTAL INCOME**

**52,630.40    48,390.00    54515.45    46600.00**

**EXPENSES:**

**CHARITABLE CONTRIBUTIONS:**

Charitable (Care & Share)	5500	1,000.00	1,000.00	1000.00	1000.00
Local PAC (Apt assoc)	5510	1,000.00	1,000.00	0.00	1000.00
NARPM PAC (national) *personal check*	5515	1,000.00	1,000.00	1000.00	1000.00
Charity - Bereavement - Illness	5520	0.00	200.00	1000.00	1000.00
<b>TOTAL CHARITABLE CONTRIBS.</b>		<b>3,000.00</b>	<b>3,200.00</b>	<b>3000.00</b>	<b>4000.00</b>

**EDUCATION EXPENSES:**

Educator Fees (local teachers)	5600	4,118.87	2,500.00	400.00	600.00
Designation Reimburse (1/2 class expense)	5650	1,629.50	3,000.00	4130.00	3000.00
reimburse reg fees	5660	4,355.00	5,000.00	4950.00	5000.00
Assistance Fund (not used)	5670	0.00	1,000.00	0.00	0.00
Edu exp(materials / venue )	5690	651.28	600.00	53.33	100.00
<b>TOTAL EDUCATION EXPENSES</b>		<b>10,754.65</b>	<b>12,100.00</b>	<b>9533.33</b>	<b>8700.00</b>

**EXECUTIVE COMMITTEE:**

Leadership - Regional (N/A)	5100	0.00	0.00	0.00	0.00
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Leadership to travel to National	5150	2,938.19	6,000.00	752.75	3000.00
Leadership travel to required training	5155	1,037.99	800.00	620.79	1000.00
NARPM Gift (cards for Nat 50/50)	5160	0.00	200.00	50.00	200.00
Committee Meeting (reimb food/snack)	5165	0.00	500.00	100.00	500.00
<b>TOTAL EXECUTIVE COMMITTEE</b>		<b>3,976.18</b>	<b>7,500.00</b>	<b>1523.54</b>	<b>4700.00</b>

#### LUNCHEON EXPENSES:

Monthly Luncheons (except Mar/July/Dec)	5300	11,175.92	12,000.00	12939.57	13000.00
December Christmas Dinner	5400	3,623.40	4,000.00	4099.20	4200.00
Installation Recognition & Plaques	5450	51.14	500.00	857.76	500.00
Narpm "free" event (July Social)	5350	0.00	1,500.00	2100.00	1700.00
<b>TOTAL LUNCHEON EXPENSE</b>		<b>14,850.46</b>	<b>18,000.00</b>	<b>19996.53</b>	<b>19400.00</b>

#### MEMBERSHIP EXPENSES:

Membership Acquisition(inc facebook, free lunch)		1,395.00	1,500.00	0.00	0.00
Wild Apricot Database costs	5010	0.00	0.00	0.00	756.00
Name Tags /Branding items (t-shirts-caps)	5050	385.72	500.00	573.70	500.00
Membership Equip (rental/banner)	5060	150.00	150.00	175.00	150.00
<b>TOTAL MEMBERSHIP EXPENSES</b>		<b>1,930.72</b>	<b>2,150.00</b>	<b>748.70</b>	<b>1406.00</b>

#### GENERAL & ADMINISTRATIVE EXP.:

Bank Charges/Check order	5800	136.40	95.00	34.00	95.00
Domains: change provider/renewal fees	5020	0.00	0.00	3000.00	0.00
Bank NSF	5805	0.00	0.00	0.00	0.00
General Supplies & Expenses	5810	55.07	150.00	104.47	150.00
Quick Books yrly online subscrip	5815	137.95	160.00	160.00	160.00
Postage	5830	0.00	30.00	78.50	75.00
PayPal expenses for online processing	5850	1,004.29	1,100.00	984.71	1100.00
Filing fees, State/Local	5860	10.00	10.00	10.00	10.00
IRS prep/filing fees (accountant)	5870	0.00	0.00	0.00	0.00
<b>TOTAL GENERAL &amp; ADMIN. EXP.</b>		<b>1,343.71</b>	<b>1,545.00</b>	<b>4371.68</b>	<b>1590.00</b>

#### SYMPOSIUM EXPENSE:

Guest Speaker Expense	5200	1,449.19	1,000.00	1050.00	1000.00
Hotel Expense	5250	9,717.30	10,000.00	10709.97	11000.00
Symposium Expense (printed materials/sundry)	5265	1,146.91	1,200.00	966.87	1200.00
Advertising (paper ads, flyers, etc)	5260	52.77	1,200.00	35.73	1200.00
<b>TOTAL SYMPOSIUM</b>		<b>12,366.17</b>	<b>13,400.00</b>	<b>12762.57</b>	<b>14400.00</b>

**TOTAL EXPENSES:** 48,221.89 57,895.00 51,936.35 54,196.00

**NET PROFIT/(LOSS)** 4,408.51 -9,505.00 2,579.10 -7,596.00

bank balance 1.3.2018

predicted draw down with 2018 budget (Dec 2018 bal)

# NARPM

## PROFIT AND LOSS % OF TOTAL INCOME

January - December 2018

	TOTAL	
	JAN - DEC 2018	% OF INCOME
<b>Income</b>		
DUES/FEES INCOME	0.00	0.00 %
2100 Dues Income - Affiliate	5,435.98	9.30 %
2300 Support Staff - dues	720.00	1.23 %
2400 Professional Dues	2,709.00	4.64 %
<b>Total DUES/FEES INCOME</b>	<b>8,864.98</b>	<b>15.17 %</b>
<b>OTHER PRIMARY INCOME</b>		
2500 Monthly luncheon	15,130.00	25.90 %
2510 Charitable Raffle	819.50	1.40 %
2550 CE Classes	968.00	1.66 %
2600 Vendor - Table fee	1,436.00	2.46 %
2605 Vendor Social Sponsorships	1,740.00	2.98 %
2700 Landlord Symposium - Attendees	16,212.28	27.75 %
2750 Landlord Symposium - Vendor Sponsors	9,400.00	16.09 %
2900 NARPM Retention Bonus	1,000.00	1.71 %
2950 NARPM Grant	1,500.00	2.57 %
2952 Educational Reimbursement from National	1,352.87	2.32 %
<b>Total OTHER PRIMARY INCOME</b>	<b>49,558.65</b>	<b>84.83 %</b>
<b>Total Income</b>	<b>\$58,423.63</b>	<b>100.00 %</b>
<b>GROSS PROFIT</b>	<b>\$58,423.63</b>	<b>100.00 %</b>
<b>Expenses</b>		
CHARITABLE CONTRIBUTIONS	0.00	0.00 %
5500 Charitable Contributions-Care/Share, etc	1,000.00	1.71 %
<b>Total CHARITABLE CONTRIBUTIONS</b>	<b>1,000.00</b>	<b>1.71 %</b>
<b>EDUCATIONAL EXPENSES</b>		
5600 Educator Fees	2,373.62	4.06 %
5650 Designation Reimburse	2,101.58	3.60 %
5660 Reimbursement for Registration Fees	4,390.00	7.51 %
5690 Educational Event Expense	1,822.07	3.12 %
5700 Guest Speaker Expense	1,100.00	1.88 %
5750 CRMC Achievement Reimbursement	1,500.00	2.57 %
<b>Total EDUCATIONAL EXPENSES</b>	<b>13,287.27</b>	<b>22.74 %</b>
<b>EXECUTIVE COMMITTEE</b>		
5150 Leadership Travel to National	3,293.93	5.64 %
5155 Leadership Trvl to Required Training	122.75	0.21 %
5165 Committee meeting reimburse	852.10	1.46 %
<b>Total EXECUTIVE COMMITTEE</b>	<b>4,268.78</b>	<b>7.31 %</b>
<b>LUNCHEON EXPENSES</b>		
5300 Luncheon Costs	23,632.12	40.45 %
5350 July Social	2,425.00	4.15 %
5400 December Christmas Dinner	4,561.58	7.81 %
5450 Installation Recog/Plaques/Promo	872.63	1.49 %

	TOTAL	
	JAN - DEC 2018	% OF INCOME
<b>Total LUNCHEON EXPENSES</b>	<b>31,491.33</b>	<b>53.90 %</b>
MEMBERSHIP EXPENSES	0.00	0.00 %
5010 Wild Apricot Database	756.00	1.29 %
5050 Name Tags /Branding	522.00	0.89 %
5061 Membership Aquisition	1,500.00	2.57 %
<b>Total MEMBERSHIP EXPENSES</b>	<b>2,778.00</b>	<b>4.75 %</b>
OFFICE/ADMIN EXPENSES	0.00	0.00 %
5800 Bank Charge/Exp	84.06	0.14 %
5810 General Supplies	83.38	0.14 %
5825 Quick Books Yearly online subscription	164.99	0.28 %
5830 Postage	34.70	0.06 %
5850 PayPal Processing Fees	1,022.67	1.75 %
5860 Filing fees-State, Local	20.00	0.03 %
<b>Total OFFICE/ADMIN EXPENSES</b>	<b>1,409.80</b>	<b>2.41 %</b>
SYMPOSIUM EXPENSES	0.00	0.00 %
5200 Guest Speaker Expense	1,505.00	2.58 %
5250 Hotel Venue Expense	11,708.36	20.04 %
5260 Advertising	990.00	1.69 %
5265 Educational Symposium Expense	1,788.70	3.06 %
<b>Total SYMPOSIUM EXPENSES</b>	<b>15,992.06</b>	<b>27.37 %</b>
<b>Total Expenses</b>	<b>\$70,227.24</b>	<b>120.20 %</b>
NET OPERATING INCOME	<b>\$ -11,803.61</b>	<b>-20.20 %</b>
NET INCOME	<b>\$ -11,803.61</b>	<b>-20.20 %</b>

Department of the Treasury  
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2018

Open to Public Inspection

**A** For the 2018 Calendar year, or tax year beginning **2018-01-01** and ending **2018-12-31****B** Check if available

- 
- Terminated for Business
- 
- 
- Gross receipts are normally \$50,000 or less

**C** Name of Organization: **COLORADO SPRINGS CHAPTER OF  
NATIONAL ASSOCIATION OF PROPERTY****6295 LEHMAN DRIVE SUITE  
101, COLORADO SPRINGS,  
CO, US, 80918****D** Employee Identification  
Number **30-0466666****E** Website:**coloradosprings.narpm.org****F** Name of Principal Officer: **Renee Lynde****6295 LEHMAN DRIVE SUITE  
101, COLORADO SPRINGS,  
CO, US, 80918**

**Privacy Act and Paperwork Reduction Act Notice:** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

**Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.**



## **Property Management and Code Enforcement: A Collaborative Approach to Resolving Tenant Concerns**

- Overview of Colorado Springs City Code's Minimum Housing Standards.
- How to Keep Code Enforcement from Ruining Your Day.
- FAQ/Q&A

### **Presenter Bio:**

Mitch Hammes relocated from Arizona to Colorado Springs in July 2016 to serve as the Neighborhood Services Manager overseeing housing inspections, code enforcement, neighborhood outreach, and homelessness response. Mitch has over 16 years of code enforcement experience, including 12 years working exclusively in severely blighted targeted enforcement areas as a front-line inspector, area supervisor, and project manager. He holds a Masters of Business Administration and was recently elected 3<sup>rd</sup> Vice-President of the American Association of Code Enforcement. Mitch is passionate about creating programs and fostering relationships that help improve neighborhoods in our community.

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

**Remember early registration ends at midnight on January 12 , 2018.**

**Cancellations in writing/call must be received by the Treasurer, no later than 6 pm the Sunday before the event.**

**Late registrations, and at the door are at a cost of \$25.00. 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.**

	Actual 2016 through 12/16/16	proposed budget 2017	Actual 2017 2017 12/30/2017	proposed budget 2018
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**DUES INCOME:**

	GL CODE				
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Aff dues future year (\$\$ collected Dec)	2100-1	0.00	0.00	1763.98	
Support Staff	2300	72.00	200.00	252.00	300.00
Professional Dues	2400	2,929.22	2,900.00	2481.00	3000.00
Prof dues, future year (\$ collected Dec)	2400-1			972.00	
<b>TOTAL DUES INCOME</b>		<b>7,873.32</b>	<b>7,900.00</b>	<b>9415.98</b>	<b>7000.00</b>

**OTHER INCOME:**

Monthly Luncheons (except Mar/July & Dec)	2500	12,654.32	12,000.00	11674.30	11400.00
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CE Classes	2550	1,840.00	2,000.00	1097.00	1300.00
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Vendor Social Table Fees	2605			1400.00	1400.00
Landlord Symposium	2700	13,545.00	13,000.00	12669.00	13000.00
Landlord Symposium Vendor Tables	2750	9,150.00	9,150.00	10045.00	9150.00
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NARPM National Education Reimbursement	2952	3,346.26	0.00	4274.17	
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**TOTAL INCOME**

**52,630.40      48,390.00      54515.45      46600.00**

**EXPENSES:**

**CHARITABLE CONTRIBUTIONS:**

Charitable (Care & Share)	5500	1,000.00	1,000.00	1000.00	1000.00
Local PAC (Apt assoc)	5510	1,000.00	1,000.00	0.00	1000.00
NARPM PAC (national) *personal check*	5515	1,000.00	1,000.00	1000.00	1000.00
Charity - Bereavement - Illness	5520	0.00	200.00	1000.00	1000.00
<b>TOTAL CHARITABLE CONTRIBS.</b>		<b>3,000.00</b>	<b>3,200.00</b>	<b>3000.00</b>	<b>4000.00</b>

**EDUCATION EXPENSES:**

Educator Fees (local teachers)	5600	4,118.87	2,500.00	400.00	600.00
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reimburse reg fees	5660	4,355.00	5,000.00	4950.00	5000.00
Assistance Fund (not used)	5670	0.00	1,000.00	0.00	0.00
Edu exp(materials / venue )	5690	651.28	600.00	53.33	100.00
<b>TOTAL EDUCATION EXPENSES</b>		<b>10,754.65</b>	<b>12,100.00</b>	<b>9533.33</b>	<b>8700.00</b>

**EXECUTIVE COMMITTEE:**

Leadership - Regional (N/A)	5100	0.00	0.00	0.00	0.00
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Leadership to travel to National	5150	2,938.19	6,000.00	752.75	3000.00
Leadership travel to required training	5155	1,037.99	800.00	620.79	1000.00
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<b>TOTAL EXECUTIVE COMMITTEE</b>		<b>3,976.18</b>	<b>7,500.00</b>	<b>1523.54</b>	<b>4700.00</b>

#### LUNCHEON EXPENSES:

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Installation Recognition & Plaques	5450	51.14	500.00	857.76	500.00
Narpm "free" event (July Social)	5350	0.00	1,500.00	2100.00	1700.00
<b>TOTAL LUNCHEON EXPENSE</b>		<b>14,850.46</b>	<b>18,000.00</b>	<b>19996.53</b>	<b>19400.00</b>

#### MEMBERSHIP EXPENSES:

Membership Acquisition(inc facebook, free lunch)		1,395.00	1,500.00	0.00	0.00
Wild Apricot Database costs	5010	0.00	0.00	0.00	756.00
Name Tags /Branding items (t-shirts-caps)	5050	385.72	500.00	573.70	500.00
Membership Equip (rental/banner)	5060	150.00	150.00	175.00	150.00
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#### GENERAL & ADMINISTRATIVE EXP.:

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Postage	5830	0.00	30.00	78.50	75.00
PayPal expenses for online processing	5850	1,004.29	1,100.00	984.71	1100.00
Filing fees, State/Local	5860	10.00	10.00	10.00	10.00
IRS prep/filing fees (accountant)	5870	0.00	0.00	0.00	0.00
<b>TOTAL GENERAL &amp; ADMIN. EXP.</b>		<b>1,343.71</b>	<b>1,545.00</b>	<b>4371.68</b>	<b>1590.00</b>

#### SYMPOSIUM EXPENSE:

Guest Speaker Expense	5200	1,449.19	1,000.00	1050.00	1000.00
Hotel Expense	5250	9,717.30	10,000.00	10709.97	11000.00
Symposium Expense (printed materials/sundry)	5265	1,146.91	1,200.00	966.87	1200.00
Advertising (paper ads, flyers, etc)	5260	52.77	1,200.00	35.73	1200.00
<b>TOTAL SYMPOSIUM</b>		<b>12,366.17</b>	<b>13,400.00</b>	<b>12762.57</b>	<b>14400.00</b>

**TOTAL EXPENSES:** 48,221.89 57,895.00 51,936.35 54,196.00

**NET PROFIT/(LOSS)** 4,408.51 -9,505.00 2,579.10 -7,596.00

bank balance 1.3.2018

predicted draw down with 2018 budget (Dec 2018 bal)



## 2018 MARCH LUNCHEON - NANCY BURKE

When **20 Mar 2018**  
11:00 AM - 1:00 PM

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

Registered [114 registrants](#)

Registration

**Member/Guest  
Gluten Free -  
\$17.00**

**Member/Guest  
Regular Lunch -  
\$17.00**

**Member/Guest  
Vegetarian - \$17.00**

[Already registered](#)

Registration is  
closed



Nancy Burke is back, with information on a busy legislative season....application legislation, dogs breeds and HOA's, criminal background checks and limitations.....

There is plenty you should listen to and understand how it could affect your policies, procedures and bottom line!

Please come and listen, find out what you can do to help limit the impact of legislation created by response to complaints...which are not always justified.

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

**Remember early registration ends at midnight on March 16 , 2018.**

**Cancellations in writing/call must be received by the Treasurer, no later than 6 pm the Sunday before the event.**

**Late registrations, and at the door are at a cost of \$25.00. 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.**



### **Top Attorney, 2017**

Kenneth Davidson

Come listen to Ken cover topics of current interest. As you all know, this is a good luncheon to attend because Ken always has a Q&A after his presentation, and will discuss most everything!

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

**Remember early registration ends at midnight on April 13, 2018. This will be the last registration ending on a Friday. Cancellation and registration policies change for May, 2018**

**Cancellations in writing/call must be received by the Treasurer, no later than 6 pm the Thursday before the event.**

**Late registrations, and at the door are at a cost of \$25.00. 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.**



Marc Cunningham, Grace Property Management

Our purpose since 1978: To improve the lives of real estate investors and residents through property management solutions.

What we do: We help real estate investors manage, lease, buy and sell, over 700 properties consisting of single family homes, townhomes, condos, multi-family, industrial, retail, and office properties.

Marc and his company manage in Denver, to Ft. Collins. They offer education, manuals, methods, and more to seasoned and rookie property managers alike. Come check out what insights, tips and ways to avoid pitfalls Marc has learned, and taught over the years.

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

**Remember early registration ends at midnight on May 08, 2018.**

**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 cards only accepted for on line payments.**

**Late registrations, and at the door are at a cost of \$25.00. 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.**

# Board of Directors Minutes

## Colorado Springs Chapter of NARPM

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

### Members Present

Kim Bendt (Officer - President)  
Scott Hawker (Officer - Secretary)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Denise Day (Website Chair)  
Christy Lehmpuhl (Affiliate Chair)  
Danielle Rogers (Legislative Chair)

### Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:06 A.M. on 4/17/2018

### Roll Call

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

### Strategic/Industry Discussion

Mike Mumford has requested standard on requirements on President Elect.

### Treasures Report

Profit of \$12,461.04 thus far since beginning of the year for the chapter. More support staff will be added and will this will help with the overall total.

Comparison of the budget vs current amount that has been spent was discussed.

The luncheons were not budgeted correctly due to expenses from the Hotel.

Tami will be able to start on the Treasurers report for May. Denise indicated Tami and her will be able to meet and get the updates and nuances understood of the treasures position.

Motion was made, seconded, and carried to approve the Treasures report.

### Committee Report

#### Membership –

2 Professional Members were discussed to be added to the chapter.

5 Support Staff members were discussed to be added to the chapter.

2 Affiliate members were discussed to be added to the chapter.

Motion was made, seconded, and carried to approve the Professional, Affiliate, and Support Staff members.

Total numbers for the chapter are as follows after approvals:

66 Affiliates

75 Professionals (Brokers)

21 Support Staff

#### Affiliate –

There is no update yet on the Sky Sox function event.

Discussed when the Care and Share donations should be done. Care and Share works well for beginning of the year due to the end of the year getting so many donations. Kim recommended continuing to stay within the

first 6 months to help the beneficiaries of Care and Share needing it most during non-holiday events/ end of the year build up. Also doing a Care and Share drive during Symposium since we have so many attendees that could contribute for this drive during this time. This would also provide another advantage point for marketing to the members and possible new attendees as a positive outlook on going to the Symposium. Adding a Symposium committee was discussed however going over the requirements for the committee and getting the logistics together soon so we can follow the National requirements.

#### Designation –

Not present.

#### Legislative –

Not present, however Kim provided the legislative update for Danielle.

Senate Bill 18-010 -Residential Lease Copy and Rent Receipt was signed into law.

Also, the Protecting Homeowners and Deployed Military bill is being heard on the house floor today.

#### Website/Marketing –

Denise has blended our database (Wild Apricot) with the National Database.

Florida NARPM has purchased the Wild Apricot website.

Checks and Cash are still accepted at the check-in table.

Robert Werthman (President Elect) has been approved to be on the website as an admin.

Scott Hawker presented the problems he incurred with creating a Facebook account. The account has to be a “Real” identifiable person with an ID. He will work on getting a Facebook page on his account and provide admin authorities to the board.

With changes in database, Admin slots are more open, and could be assigned to Committee Chairs for ease of communication.

#### Publications –

Not present. However discussed the need for possibly doing Quarterly Newsletters vs Monthly due to the involvement needed and lack of input on subjects or additional material from chapter members, Board, or Committee members.

Scott Glascock has requested the Board and Committee to provide as much help as possible to keep the monthly newsletter going.

Tami T. discussed possibly helping with the monthly newsletters once she gets the treasures report info setup and being able to regularly finalize it.

#### **Consent Agenda**

Minutes were read aloud to the Board Members and Committee members. No changes were needed.

Motion was made, seconded, and carried to approve the March 2018 Minutes.

#### **Unfinished Business**

CAR (Colorado Association of Realtors) has not gotten the finalization on the booths for their convention.

#### **New Business**

Committee reports have not been happening as the members have not been present at the Board meetings.

Misty has offered to mentor the new members. Forms from National NARPM are required on any mentoring of the new members. National wants a form on each new member. Misty could be responsible for new members and Christy could be responsible for Affiliates.

Robert has requested access to the National Website for Admins. Denise will check into a failed link to job descriptions.

#### Luncheon Registration –

This will be requested that each person for the luncheons will register on their own vs an entire company. The meal options do not allow for different meal choices under the main registration. The new Treasurer will not see when a registration is “wrong”, and meal choices will then upset the registrants.

#### **Discussion Items**

Servpro North was sold to a Castle Rock Servpro. They requested to change the membership vs doing a new registration because of the new owner. The board discussed that with new ownership it will be required to still do an entire new registration into the Chapter.  
Motion was made, seconded, and carried to approve.

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Kim Bendt (Officer - President)  
Scott Glascock (Officer - Past President)  
Scott Hawker (Officer - Secretary)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Denise Day (Website Chair)  
Christy Lehmpuhl (Affiliate Chair)

Guest – Liz Cleyman – Southwestern Ambassador.

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:09 A.M. on 5/15/2018

## Roll Call

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

## Strategic/Industry Discussion

None provided

## Treasures Report

There has not been a lot of activity to present. Motion was made, seconded, and carried to approve.

## Consent Agenda

Minutes were read aloud to the board/ committee. Some changes were needed due to grammatical errors. President made board/ committee aware that the minutes were provided to all members and changes were made according to the discussion via emails between the all the members. No changes were requested afterward via email or verbal discussion. No approval made at that time.

## Committee Report

### Membership –

2 Professional Members were discussed to be added to the chapter.

1 Affiliate member was discussed to be added to the chapter.

Motion was made, seconded, and carried to approve the Professional, Affiliate, and Support Staff members.

Total numbers for the chapter are as follows after approvals:

67 Affiliates

77 Professionals (Brokers)

21 Support Staff

### Affiliate –

Care and Share will be discussed to be added to the Sky Sox event for the next year currently not a food drive which will would be helpful for the event. The cost of the event will be shared between the affiliates for the Sky



Sox event. Members/Support Staff will each get 2 tickets to the event. Each additional person will be \$5 charge.

There is a budget item line item for events Denise addressed, which help to provide any offset if there are out of pocket expenses to the Chapter for some potential offset. The line item total amount is currently at \$1,400 for events, which this would fall under. This event falls under the Tues Night special for Sky Sox events; \$2/ per ticket and \$2/ Beer. The Sky Sox face the El Paso Chihuahuas.

1 sponsor headliner - \$400 cost (Opening Pitch is included at this sponsorship level.)

2 sponsors at regular level of \$100 each.

All Members must RSVP, total of 100 tickets available to the chapter members.

Vendor Sponsors also get 2 tickets each only.

Kids 3-12 are \$5 each also, under the age of 2 is free.

There is a buffet included with the event which will be free to the members who attend.

All vendors must pay before any tickets are provided to the chapter members.

Last years event had 13 \$100 sponsors and 2 \$400 Grand Sponsors. About 15 members registered and came last year.

#### Designation –

None provided, committee member not present.

#### Legislative –

Committee member not present but provided update via email.

Both the Warranty of Habitability bill and NOW the Source of Income bill have passed into the Senate.

**HB1397 – Landlord Tenant Warranty of Habitability.** This bill passed through the House and will now be heard in the Senate on 05/04/2018. Some amendments made to the language of the bill, but nothing that would lessen the impact if the bill passes.

**HB18-1432 – Prohibit Housing Discrimination Source of Income –** The bill adds discrimination based on source of income as a type of unfair housing practice. 'Source of income' is defined to include any source of money paid directly, indirectly, or on behalf of a person, including income from any lawful profession or from any government or private assistance, grant, or loan program. This bill has passed the House and is being heard in the Senate 05/04/2018

**SB1015 – Protecting Homeowners and Deployed Military –** This bill went back to committee and is now scheduled to be heard again on 05/09/2018

#### Website/Marketing –

Marketing Chair fixed items that the President Elect has noticed were broken which was the Admin link. Admin can now choose between the people you want to email from the Apricot Website. Denise is still helping Florida get their website finalized.

Marketing Chair offered to anyone in the Board/ Committee/ or Chapter Members can request help with any issues with the website.

All events are now currently on the website which is completely up to date including any registrations.

Discussion was addressed to the Ambassador about the concerns on the website and the issues still coming up was provided.

#### Publications –

Lots of contributions for the newsletter have been provided to the chair member since the request was made for help.



**Unfinished Business**

Andrea Warner now be the PPAR representative. She can do a 2-4 min update at the luncheon concerning any PPAR news. Educational chair is coordinating the classes and will talk about the available classes at the luncheon. They can work with the Designation Chair to help implement a plan to get members MPM. Ethics class needs to be provided each year so members that have not completed it have the opportunity to get it done within the guidelines provided by National NARPM.

**New Business**

The Educational Chairs are stepping down and a request for who might be interested has been requested by the Board of any potentials for this opportunity. Currently all classes are setup for this year. The current Chair members are requesting to keep doing the symposium vs allowing a committee to do the symposium. Also if the committee is formed to allow them to just to do all of the planning. (Update – Chair members have also recused themselves of this and have completely stepped down. 6/18/18).

Committee has been requested to be formed so that the dates of the Symposium can be arranged asap for the following 2019 year.

**Discussion Items**

None at this time.

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Scott Glascock (Officer - Past President)  
Scott Hawker (Officer - Secretary)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Christy Lehmpuhl (Affiliate Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:08 A.M. on 6/19/2018

## Roll Call

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

## Strategic/Industry Discussion

Rob Lynde has opted out of the Symposium committee. 2 Suggestions provided by Kim would be Elizabeth Villegas and Misty Berger. The past President and the President Elect will get together prior to the Oct NARPM convention because the new possible committee members will be talking with the speakers at the Convention. Karen has discussed the option of being the new President Elects. Christy indicated she will be staying along for another year after this initial term. The Board also needs a secretary elect. Votes need to be done by September. Any suggestions for other committee chair members. We will ask for suggestions in the newsletter for chair/ board members. Adding an excerpt to what that position does. Scott G. will send the missing chair/ board spots with the definitions of there requirements.

## Treasures Report

Report is up to date as of 6/18/2018. Current cash in the bank was \$49,687.99. 3 Members are still behind. We have a check for an affiliate member that needs to be sent; it is a refund for a symposium registration. Could possibly need to be voided. Motion was made, seconded, and carried to approve the Treasurers report.

## Committee Report

### Membership –

66 affiliate members  
78 broker members  
22 support staff

### Affiliate –

Vendors are being signed up for the 2nd half of the year for the NARPM luncheons.  
Registration is up and available for Sky Sox event.  
All current vendors registered are paid up to date.  
If any funds for Care and Share are provided to Tami, they will be provided to Care and Share.

Designation –

Designation chair not present, however sent email in prior to meeting:  
Nothing new or different, unless someone has had a complaint I have not heard about.  
No other inquiries from any other NARPM chapter re: how we do things.

Legislative –

Chair not present, no update.

Website/Marketing –

Registrations are going well so far for sky sox. The sponsors signed up will get recognition form the Tents that are setup prior to the game starting out in the parking lot and the members using the covering from any possible rain for the covering for networking.

Publications –

Newsletter is still going well, getting about a 50% open rate.

**Consent Agenda**

May 20187 Minutes were read aloud, no revisions were made – Minutes approved

**Unfinished Business**

Andrea Warner will be talking about PPAR updates at the June 2018 NARPM luncheon.

**New Business**

Nancy Burke, President of Government Affairs, requested that NARPM provide additional money towards legislative help to aid towards ensuring new Legislative Laws that affect our industry. The board discussed that \$1000 is already provided to the Apartment Association, no additional funds authorized to be provided at this time.

**Discussion Items**

None



Its That Time of Year  
Marsha Waters returns to talk about DORA!

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

(Christy Lehmpul)

**Remember early registration ends at midnight on August 14, 2018.**

**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 \$25.00. 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.**



National Association of Residential Property Managers  
COLORADO SPRINGS CHAPTER



Marsha Waters

(Scheduling conflicts resolved!)

**National Convention Takeaways**

as time permits

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

(Christy Lehmpul)

**Remember early registration ends at midnight on October 16, 2018.**

**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 \$25.00. 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.**

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Scott Hawker (Officer - Secretary)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Christy Lehmpuhl (Affiliate Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:10 A.M. on 8/21/2018

## Roll Call

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

## Strategic/Industry Discussion

Mike Mumford had a stroke, National is looking for a new Regional Vice President.

Membership referral program will be discussed at the NARPM luncheon to help increase membership total numbers.

The new banner has come in.

Leadership training phone: Board members and Committee members voting slate will need to be done in September and provided by October 15<sup>th</sup> to National.

Broker / Owner registration begins September 4<sup>th</sup>, the convention will be in Las Vegas again February 25-27<sup>th</sup>.

Volunteers for Board / Committee members has been discussed with some type of monetary compensation and additional recognitions. Possible free luncheons for Board / Committee members that attend the meeting.

Chapter will pay for annual dues. Motion was made, seconded, and called to approve. This was voted to help promote volunteers for Board & Chair members. A certain amount of points are delegated to each position of the Board / Chair positions. Discussion of why someone should be working on getting there designations and the benefits it can provide to that individual. Hand out NARPM Designation manual at 2-3 meetings per year. Also provide a step by step plan on how to get your designation plan with the pamphlet.

## Treasures Report

June / July 2018 treasure report was provided to all attending members of the Board meeting.

Motioned to approve, seconded, and called to approve.

Total income for the year \$14,872.16.

Total bank account is \$49,891.08.

No tax returns have been submitted and must be done each year, for 990z form. It is a simplified version of a normal tax return, so should be fairly simple to complete. Must be done by May 15<sup>th</sup> each year. IRS 5031C designation form may be at the bank. Possible past filings can be done depending on the IRS representative who it is filed with.

Talk with past presidents who might have done the initial filing.

## Committee Report

Membership –

Alexander Bustillos – Central Bank & Trust.

Motioned to approve, seconded and called to approve to add Alexander Bustillos as a Member.

Robert Freites Shelle Kueker hide from the website, they have not paid there dues.

69 affiliate members

79 broker members

21 support staff members

Affiliate –

No updates for affiliate.

Designation –

4 MPM, 12 RMP, 2 CSS, 1 CM, 1 CRB

Legislative –

None

Website/Marketing –

None

Publications –

None

**Consent Agenda**

Minutes were read from June 2018 meeting, motioned to approve, seconded and called to approve.

**Unfinished Business**

Expo in October, also symposium committee meeting after luncheon.

**New Business**

None

**Discussion Items**

None

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Kim Bendt (Officer - President)  
Scott Glascock (Officer - Past President)  
Scott Hawker (Officer - Secretary)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Denise Day (Website Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 A.M. on 9/18/2018

## Roll Call

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

## Strategic/Industry Discussion

None

## Treasures Report

Discussed the current Treasury report and where line items should be inputted on the profit and loss report. Bank account total income is \$51,719.13. Treasures report was tabled, Treasurer will revise after talking with Denise and send out for approval.

## Committee Report

### Membership –

Membership numbers are the same, nothing new to report.

### Affiliate –

None

### Designation –

Same numbers from the last month.

### Legislative –

None



### Website/Marketing –

Committee needs updates from Rob for Symposium. Also need Christmas Dinner information from him. Bev Perina will do Security Deposit Disposition class in addition to a CE class for Emergency Preparedness at November Luncheon.

### Publications –

None

### **Consent Agenda**

Minutes were read aloud. Motion was made to approve, seconded and called to approve.

### **Unfinished Business**

Board members local and National dues will be paid for under bi-law. Additionally committee members local dues will be paid for. 10 out of 12 meetings must be attended for credit of paid dues and will be provided to Board and Committee members at year end. The Executive Board will make a vote at year end to decide if there will be no credit for a Board or Committee member. Either Committee Chair / Co-Chair must attend 10 out of 12 meetings. The new bi-law was motioned to approve, seconded and called to approve.

### **New Business**

Christmas dinner menu will be the same as last years. There will be an education day which will be 1 ce class before and after the November luncheon. Marsha Waters will be here for the October Luncheon. Narpn is signed up for the Realtors Expo and will have a booth. 4 hour shifts will be needed on Oct 10<sup>th</sup> – 11<sup>th</sup>, 2018.

### **Discussion Items**

Symposium committee will meet after the Luncheon.

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Kim Bendt (Officer - President)  
Scott Glascock (Officer - Past President)  
Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Robert Werthman (Officer - President Elect)  
Denise Day (Website Chair)  
Christy Lehmpuhl (Affiliate Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:070 A.M. on 10/23/2018

## Roll Call

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

## Strategic/Industry Discussion

National Conference was a success with many members from the chapter attending. Next National Conference will be Oct 15-18 2019 in Phoenix, AZ. Our Chapter received the Chapter of Excellence 2018 and also Medium Chapter of the Year for 2017.

## Treasures Report

Treasury report was provided. Motioned to approved, seconded and called to approve.

## Committee Report

### Membership –

New member application for Pam was made. Motioned to approve, seconded and called to approve.

### Affiliate –

No gift exchange in 2018. Will raise money for Toys for Tots. Next year 2019 Gift exchange will be different than prior years.

Discussed the chapter purchasing gifts for the raffle up to \$500. Motioned to approve, seconded and called to approve.

There will still be an Officer installation. Also will also have Care and Share and will attendees will bring a toy for Toys for Tots.

\$45 per plate for extra people and non-registration attendees.

For the December class Karen will be a helper.

Designation –

None

Legislative –

None

Website/Marketing –

Christmas dinner is fixed on the website. Still working on Symposium

A donations tab for PAC will be on the sidebar of the website.

Publications –

4 submissions from attendees at National Conference. Add ballot initiative in newsletter for November.

**Consent Agenda**

No September minutes secretary not in attendance, Karen taking notes for Oct meeting for Secretary.

**Unfinished Business**

None

**New Business**

2 members of the board will provide a list of costs for the President and President Elect and give to Treasurer for reimbursements.

President gets a full reimbursement of costs; hotel, flights, and conference.

President elect gets a ½ reimbursement of costs; hotel, flights, and conference.

Candidates & Designees get full reimbursement for class costs. Others do not get a reimbursement. Motioned to approve, seconded and called to approve.

Chapter of Excellence; the outgoing president to do and working with the President Elect. Due in March, Kim will make a checklist although there are changes each year.

**Discussion Items**

Oct Realtor Expo. Mostly Denver Realtors and was a small show. Andrea and Danie stopped by. Just let the Denver Chapter take it next year. It was not a good setup this year. There were good speakers.

Symposium planning is going well and there will be a meeting after luncheon today.

Discussed points for designations.

Robert proposes our Chapter sends 2 people to National Convention each year who will write an essay when they can come back and will receive some type of gift in exchange, must be a designation candidate.

## **2018 Colorado Springs NARPM**

### **Board**

Past President – Scott Glascock

President – Kim Bendt

President Elect – Robert Werthman

Treasurer – Tami Tamicori

Secretary – Scott Hawker

### **Committee Chair**

Membership Chair – Karen Santee

Affiliate Chair – Christy Lehmpuhl

Educational Chair – Rob and Renee Lynde

Designation Chair – Wayne Gunthals

Legislative Chair – Danielle Rodgers

Marketing Chair – Denise Day

Publications Chair – Scott Glascock

Recognitions Chair – Rosie Smith



## **Det. M Adam Hughes Metro VNI**

Detective M. Adam Hughes will present a class titled “*Unintended Consequences of Colorado Marijuana Grows*”. The 45 minute presentation will briefly cover current State of Colorado laws<sup>7</sup> pertaining to marijuana along with identifying indicators of marijuana home grows. You will see numerous pictures of the destruction caused by indoor and outdoor marijuana grows and the environmental impact in our communities.

We will conclude with photos and a discussion about the marijuana trafficking organizations living in our communities and the criminal activity they bring with them.

### **CARE AND SHARE SHARE THE LOVE EVENT**

Help Care & Share fill their Summer Mobile Food Pantries!

Instead of bringing in canned food, we will be collecting cash and check donations.

All proceeds will go to Care & Share.

Summer can be a stressful time for many of our neighbors in need. Thousands of children in Southern Colorado are at risk of missing meals because they no longer have access to school food.

As a result, many families on a limited income struggle with higher grocery bills.

Care and Share Food Bank conducts multiple Summer Mobile Food Pantries throughout the Colorado Springs and Pueblo areas. Each site offers a variety of healthy, nutritious, in-season produce, as well as staple items like canned protein and bread.

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

(Christy Lehmpul)

**Remember early registration ends at midnight on June 12 , 2018.**

**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 \$25.00. 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.**

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Kim Bendt (Officer - President)  
Scott Glascock (Officer - Past President)  
Scott Hawker (Officer - Secretary)  
Denise Day; *Interim* (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Amy Scheller (Officer - President Elect)  
Denise Day (Website Chair)  
Christy Lehmpuhl (Affiliate Chair)  
Danielle Rogers (Legislative Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:01 A.M. on 1/16/2018

## Roll Call

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

## Strategic/Industry Discussion

None

## Treasures Report

All officers of the Board and Chair committee received Profit/Loss statements for 2017. Treasure report was also provided and received by all present. Profit/Loss figures for last year report was what used for 2018 except a few minor changes. Treasurer discussed what dues have already been received thus far for 2018. A motion was approved, seconded, and carried to approve the budget.

## Committee Report

Membership – 3 new Broker Members. 4 new affiliates. 3 New Support Staff. Motion to approve, seconded, and carried to approve. Discussed cross referencing local members to national members.

Affiliate – 43 Vendor Members, 65 professional members, 15 support staff. 11 sponsors and 69 professional members for symposium registered.

Designation – Discussed which all members are working on designations and for which designations they are registered for.

Legislative – Rent Control cleared its first hurdle in Sacramento today. A bill to repeal Costa Hawkins got through committee this morning and will go to the Assembly. If Costa Hawkins is repealed there will be Rent Control for all single-family homes in California. This needs to be watched closely so that if we have bills introduced to our state legislature we can be prepared.

Colorado's Legislative Session commenced on 01/10/2018. As of right now, there are two bills that have already been submitted that would affect our industry. (CONTINUED TO PAGE 2)

### **SB18-010 – Residential Lease Copy and Rent Receipt**

If this bill passed it would require every landlord to provide the tenant with a copy of the lease within 7 days. The bill requires that the Landlord provide written receipts for all payment made in person and by request if the payment is not made in person. A receipt may be provided as part of a billing statement. Electronic copies of receipts are acceptable, but a Tenant may demand paper copies and refuse electronic copy.

**SB18-057 – Use of Criminal Records with Respect to Housing.** This bill would add to Colorado’s protected classes those parties that have A RECORD OF ANY ARREST OR CHARGE THAT DID NOT RESULT IN A CRIMINAL CONVICTION AND THE CRIMINAL CASE IS NOT ACTIVELY PENDING, OR ANY CRIMINAL JUSTICE RECORD THAT HAS BEEN SEALED OR EXPUNGED. The bill would also make it unlawful to inquire about the above type of criminal history to include sealed records.

National has added the NARPM Day on the Hill as an Event. The Day on the Hill be held on 05/14/18 - 05/15/2018. The event will include education, meetings with HUD and Legislators, a social and more. Information will be provided by National in the coming weeks.

Website/Marketing – All local members when viewing the website are only able to see what National NARPM allows. There are still some glitches that our members are experiencing on the National Website. All events have been added on site up to the Symposium Day in February. Events past this are not available for any members to view and will need to still be updated to the website.

Publications – Chair committee member requested all board to send any “blogs/articles” to be added onto the monthly newsletter. Newsletter for the local chapter should be going out the week after the luncheon.

### **Consent Agenda**

No minutes for December, no meeting in December and no motions were carried and approved for minutes to be reviewed by the Board.

### **Unfinished Business**

A written and approved standard for each board member was discussed to be implemented so that when there is are new board members approved they have more clear understanding of the job requirements and possibly a step by step introduction into that position. This was discussed due to the inconsistency with the Treasurer reports between old and new board members and would be needed so that the report would be the same year in and out. 2 year requirement minimum for Treasury position was discussed and possibly some training for 1-3 months during the new Treasurers’ year started. A reconciliation report of the monthly Profit/Loss was discussed being required, as well as bank statements and budget comparisons. National does not allow for any support staff to be a Treasurer on the Board, possible option for that to be implemented was discussed also. No motion at this time for any of the previous unfinished business to be approved.

### **New Business**

New contact for Hotel Elegante; Ayisha is no longer the representative however going forward Cierra will be the main point of contact. Updating all contact information with Hotel Elegante representative was discussed as previous Board Members are still being contacted to approve invoicing and when meeting areas were needed for our Local Chapter.

Still need ideas for any new meetings was requested by the Board to its committee members and Officers. Nancy Burke was listed as a meeting idea for March 20<sup>th</sup> Luncheon for the local chapter. The Denver Fall Conference is still on calendar.

Colorado Springs Symposium is considered a state conference which can be used for Designation points.

### **Discussion Items**

None

# Board of Directors Minutes

Colorado Springs Chapter of NARPM

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

## Members Present

Kim Bendt (Officer - President)  
Scott Glascock (Officer - Past President)  
Tammy Tami Tamacori; (Officer – Treasurer)  
Karen Santee (Membership Chair)  
Denise Day (Website Chair)  
Christy Lehmpuhl (Affiliate Chair)  
Danielle Rogers (Legislative Chair)

## Welcome and Call to Order

President Kim Bendt called the meeting of the Colorado Springs Chapter of the National Association of Residential Property Management to order at 10:00 A.M. on March 20<sup>th</sup>, 2018

## Roll Call

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

## Strategic/Industry Discussion

Kim is working on Chapter of Excellence. National just opened website middle of last month for Chapter of Excellence. Information is due by March 31.

## Treasures Report

Denise provided documents. As of 3/1 we had \$47k in the bank. Denise explained that we overspent on the Symposium. We budgeted \$14k and we spent \$16k. Denise is going to do an analysis on what we spent so we can have a better understanding of our expenses. \$389 refund for the cookies. We made over \$5k on the symposium. We had 148 folks in attendance.

The designation class was a big success. Vendors are very happy with the cost of a vendor table. Denise wanted to really look at everything. 7- CE credit for \$95. Many other venues in Colorado Springs charge much more than \$17 per plate. Scott updated the board that most other venues in Colorado Springs charge anywhere from \$25-\$30 for a meal.

Kim updated the board that there is a new point of contact for us at the hotel. We just need to ensure the hotel is aware of our meetings and our events until they get someone permanently as a point of contact.

Discussion/Review of the Symposium and things that went well and items we need look at for next year.

Discussed identifying a date for 2019 Symposium. Discussion that Broker/Owner might be in February.

## Secretary.

Scott G passed out minutes from Scott H. A motion to approve the minutes was made as well a second to the motion.



## **Committee Report**

### Membership –

72/62/15 as of last month. Karen presented the new members. A motion to approve the new members was made as well a second to the motion. With the approval of the new members the totals are now 73/65/16.

- Jennifer Powilleit with Bijou Property Management Inc. —broker member
- Amanda Fay with Lehman Property Management —support staff
- Demetrius Gray with WeatherCheck —affiliate member
- Jeff Klaus with Klaus Roofing —affiliate member
- Aaron Renvick with High Country Contracting —affiliate member

### Affiliate –

Christy reported all of the vendors had very positive feedback for the Symposium. Very positive. Starting to work on the summer social. Vendors want to do the baseball game again but will provide an update soon.

### Designation –

Not present

### Legislative –

Report attached. Danielle is working on a presentation on the tools NARPM has for us to put together a “Call For Action.” Don’t forget about the NARPM Day on the Hill: May 14-15, 2018 - Washington, DC

## **New Information**

In El Paso County, a current building code has been amended to allow for police to cut power to illegal marijuana grows. Law enforcement has always been allowed to remove plants over the legal limit, but now they can also cut the power to illegal grow operations. This change is said to increase safety when dealing with illegal grow operations.

## **Update on previously discussed bills:**

**HB1127 – Residential Landlord Rental Application.** This bill is still listed as In Committee. It passed the third reading in the House with no revisions with a vote count of 36 Yea, 27 Nay, 2 other

Bill Summary:

The bill: Limits the fee to cover a landlord’s costs for a personal reference check or for obtaining a consumer credit report or tenant screening report; Requires a landlord to provide each prospective tenant with written notice of the landlord’s tenant selection criteria and the grounds upon which a rental application may be denied before accepting an application or collecting an application fee; and Requires a landlord to provide a prospective tenant with an adverse action notice if the landlord takes adverse action on a prospective tenant after reviewing the prospective tenant’s rental application.

**SB18-1010 – Residential Lease Copy and Rent Receipt.** This bill is crossed over to the House. First reading 03/05/2018 and the vote count says 12 Yea, 0 Nay

**Bill Summary:**

The bill requires a residential landlord to provide each tenant with a copy of a written rental agreement signed by the parties and to give a tenant a contemporaneous receipt for any payment made in person with cash or a money order. For payments not made in person with cash or a money order, the landlord must provide a receipt if the tenant requests it. The landlord may provide the tenant with an electronic copy of the agreement or the receipt unless the tenant requests a paper copy.

**SB1015 – Protecting Homeowners and Deployed Military.** This bill is crossed over to the House. Next reading 03/21/2018

**Bill Summary:**

The bill directs a peace officer to remove a person from a residential premises and to order the person to remain off the premises if the owner or owner's authorized agent (declarant) swears to a declaration making specified statements concerning ownership of the premises and the lack of authority for the person or persons who are on the premises to be there. The peace officer must allow the person a reasonable opportunity to obtain evidence of his or her authority to be on the premises. A declarant: Agrees to indemnify a peace officer and his or her agency for acts and omissions made in reliance upon the declaration; and Is liable for actual damages, attorney fees, and costs for any false statements made in the declaration. If the declaration includes a statement that the property has been altered or damaged, or if the peace officer sees evidence of alteration or damage, the peace officer shall collect the personal information of the persons removed and provide it to the declarant. A person removed from the property pursuant to the bill who alters or damages the property is guilty of a class 1 misdemeanor.

**SB18-120 - Time Period for Tenant to Cure Unpaid Rent – defeated!**

**Ballot Initiative 66:** The last I heard, this is still moving forward and will be on the ballot

initiative 66 would limit residential growth to 1 % annually over the next two years in Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, El Paso, Jefferson, Larimer and Weld counties. This means that residential building permits would be limited so that the number of new units for the year does not exceed 1% of the current housing market.

Website/Marketing –

Denise has become the National Expert on NARPM websites. Gave a report on websites.

Publications –

President Elect Report.

Holding election at Lunch. Both Karen and Robert are running. Robert Werthman won the election.

**Consent Agenda**

None

## **Unfinished Business**

None

## **New Business**

Denise wants to close events on Thursday vs. Friday so we can get the head count to the hotel. When we close down Friday night it puts a lot of time constraints on treasurer. Discussion about doing it a week earlier. We will always have walk-ins and treasurer said that is fine. So, on the Tuesday prior the event the registration closes. After Tuesday the price goes up from \$17 to \$25. Kim directed we blast emails and make it effective for May. As well each individual member needs to register individually. This makes it easier for the treasurer. A motion to approve the new registration deadline to the Tuesday prior and that each member register individually was made as well a second to the motion.

## **Discussion Items**

**Symposium Delinquent Accounts.** There are 4 of them. They are refusing to pay. The board approved deleting these outstanding invoices and insuring we make the cancellation policy clear in the future.

**Treasurer Term.** A motion was made to have a Treasurer-Elect as the transition is so difficult. So, it is a two-year term. In the fall we will elect a Treasurer-Elect. This will give Tammy, our current Treasurer, two years in the position. A motion to approve a Treasure Elect in the fall was made making the treasurer position a 2-year position (one year as the Treasurer-Elect and one year as Treasurer) was made as well a second to the motion.

**CRMC Partial Grant.** Discussion concluded that the Chapter would recognize the designation with a \$1,000 Award. There is also a cost to recertify each year (\$150) and that a reimbursement of 50% of recert fee. A motion to approve a \$1000 award for the presentation of the CRMC designation as well as a reimbursement of 50% of the recertification was made as well a second to the motion.

**CAR Fall Conference.** SG continues to work with CAR, Kim and Denver President Ben Parham to have a NARPM booth at the Fall Conference.

**Treasurer Reconciliation Monthly.** A motion to require the Treasure to submit a reconciliation report, a copy of the bank statement and a Profit and Loss statement monthly was made as well a second to the motion.



Colorado  
Springs, CO  
Chapter

National Association of Residential Property Managers

## 2019 CS NARPM Board Elections

**President Elect:** \_Karen Santee

**President Elect:** Lance Kohlman

Write In: \_\_\_\_\_

**Secretary:** Scott Hawker

Write In: \_\_\_\_\_

**Treasurer:** Tami Tamacori

Write In: \_\_\_\_\_

**Treasurer - Elect:** Jennifer Powilleit

Write In: \_\_\_\_\_

**Membership Chair:** Elizabeth Villegas

Write In: \_\_\_\_\_