

**Marin/Sonoma NARPM Chapter Board Meeting**

**January 17, 2013**

**McNear’s Restaurant, Petaluma CA**

Meeting was called to order at 11:15am

The following board members were in attendance: Carolyn Gavriloff, Angela Lepori, Keith Becker, Margaret Steacy, Gina Belforte, Mary Cervantez, Cici Rosas, Jock McNeill, Nancy Lanz, Kerry Davison & Joe Dalmon.

November 15, 2012 meeting minutes approved – Keith Becker 1st motion, Gina Belforte 2nd motion. All were in agreement.

Financial Update:

* Statement~ Checking account balance as of January 17, 2013 is $9,460.30
* Jock signed new signature card from Bank of the West
* Board voted to reduce meeting/lunch cost to $20. Jock McNeill 1st motion, Margaret Steacy 2nd motion. All were in agreement.
* Other possible ideas for spending balance:
  + Bring in someone to teach a course
  + Raffle tickets at CalNARPM

New Business:

* 2013 Program:
  + Board discussed possible changes/adjustments to the schedule including adding other components/speakers to lighter meetings.
  + Feb. 21st will be light in attendance due to Broker Conference and will be geared more towards vendors. Angela will check with Linda, Kadin, Len Rifkind as possible speakers.
  + Add in Risk Management with E&O Compliance
  + Joe will contact George Peterson with Northwest Insurance
  + June 20th – class from 11am-2pm with lunch in the middle; Margaret will contact Candy; class will be free for members but lunch will cost $20; should be announced once confirmed
  + Risk management should be 2 person panel (one insurance and one attorney)
  + May or June needs to be filled depending when ethics takes place

Tentative Board Meeting Calendar for 2013 - all good so far

Bylaws – chapter compliance is due in November so voting can be postponed; still on To-do list; will vote as board in May

2013 Board – “Evite Queens” has been changed to Chairpersons of Communication and Membership

Vendor Affiliate Question to board (Gina) – “do we want to do a vendor survey?”

* Direct vendor involvement/questions to Gina
  + Stick to 5 min. (2 vendors per meeting)
  + Has to be referred by a NARPM property manager
* Format of presentation is good as is – current program is working
* National vendors should not be charged at local level
* Code officers from city to give presentation; to be added or filled in to meetings where needed (Gina has contact with Rohnert Park; Jock/Keith have contact with Santa Rosa)

Installation of new officers to be done at today’s meeting by Jock.

Topic came up during meeting regarding “audits”; possible speaker Carrie Strickland can discuss what to look for (may cost $2,000)

Next Board Meeting: May 16, 2013

Meeting was adjourned at 11:48am.