

INCOME:	January	February	March	April	May	June	July	August	Sept.	October	November	December	Totals
Member Dues	\$1,890.00	\$2,025.00	\$135.00						\$135.00			\$810.00	
Guest Lunches	\$240.00		\$30.00	\$60.00		\$240.00		\$90.00			\$90.00	\$30.00	
Vendor Affiliate Dues	\$450.00	\$2,475.00	\$225.00									\$675.00	
50/50	\$130.00	\$78.00	\$52.50			\$65.00		\$100.00			\$50.00	\$53.00	
Membership Drive													
NARPM Nat'l						\$475.00							
Education												\$152.50	
Charity Income											\$3,743.00		
Total Income:	\$2,710.00	\$4,573.00	\$442.50	\$60.00		\$780.00		\$190.00		\$135.00	\$3,883.00		

EXPENSES:	January	February	March	April	May	June	July	August	Sept.	October	November	December	Totals
Lunch venue	\$532.14		\$456.54	\$380.45		\$578.28		\$456.54			\$608.72	\$380.45	
CAI													
Insurance						\$1,483.00					\$25.00		
Membership Drive													
Trade Show						\$475.00			\$31.98				
Speakers									\$300.00				
Directory			\$894.73										
Marketing/Supplies/Decors*	\$88.26	\$46.93		\$32.21	\$46.31		\$57.57		\$642.37	\$165.59	\$412.50	\$707.28	
Education/Classes	\$500.00				\$450.00								
Charitable Donations													
Conference													
Board meeting room costs													
Training								\$902.64					
Intuit/cc deductions		\$75.15	\$9.17	\$2.54		\$8.30		\$3.13		\$4.84	\$103.77	\$32.18	
Taxes		\$200.00			\$200.00								
Social													
Total Expenses:	\$1,120.40	\$322.08	\$1,360.44	\$415.20	F29 \$696.31	\$2,544.58	\$57.57	\$1,362.31	\$974.35	\$170.43	\$1,149.99		

INCOME:	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Member Dues	\$2,200.00	\$1,000.00	\$900.00								\$1,500.00	\$1,500.00	\$7,100.00
Guest Lunchs	\$120.00		\$120.00		\$120.00			\$120.00			\$120.00	\$120.00	\$720.00
Vendor Affiliate Dues	\$1,000.00	\$900.00	\$225.00					\$120.00		\$550.00	\$225.00	\$450.00	\$3,350.00
50/50	\$60.00		\$60.00		\$60.00			\$60.00			\$80.00	\$120.00	\$440.00
Membership Drive										\$600.00			\$600.00
Education													N6 \$600.00
Total Income:	\$3,380.00	\$1,900.00	\$1,305.00	\$0.00	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$1,150.00	\$1,925.00	\$2,190.00	\$12,210.00

EXPENSES:	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Tucson City Centre Hotel	\$550.00		\$550.00		\$550.00		\$550.00		\$550.00		\$600.00	\$600.00	\$3,950.00
Membership Drive										\$650.00			\$650.00
Speakers												\$300.00	\$300.00
Directory			\$800.00										\$800.00
Marketing/Supplies/Decorations	\$50.00		\$50.00		\$50.00		\$50.00		\$50.00		\$50.00	\$300.00	\$600.00
Education/Classes		\$150.00		\$150.00		\$150.00		\$150.00		\$150.00			\$750.00
Social							\$800.00						\$800.00
Total Expenses:	\$600.00	\$150.00	\$1,400.00	\$150.00	\$600.00	\$150.00	\$1,400.00	\$150.00	\$600.00	\$800.00	\$650.00	\$1,200.00	\$7,850.00

NARPM Southern Arizona

Meeting Program

January 16, 2019

11:00am - 11:30 am Buffet Open & Check-In

11:45am - 12:00pm Welcome & Announcements

Opening Remarks – Mike Mulvena

“Try before you Buy” Program - Giving 3 months of free membership for property managers who are new to NARPM.

1st Annual Teddy Bear / Stuffed Animal Drive – Bring a medium to large sized stuffed animal to the March 20th meeting. All donated stuffed animals will be distributed to children in need by our friend Santa (aka Merle).

Reminder to pay 2019 Dues – Payments can be taken at the meeting.

Reminder to sign off on Directory Listing or note corrections/changes if not already done at the December lunch meeting.

Reading of the NARPM Code of Ethics - Chapter Secretary Colleen Kessler

12:00pm - 12:15pm Tech Tips

Silverado Plumbing

ACN – Roxanne Holly

12:15pm – 01:00pm The Power of Positive Influence – Don Jorgensen

01:00pm - 01:15pm Closing Remarks

Announcement that we will continue to support A Soldiers Best Friend in 2019.

Announce 2019 Lunch Meeting Schedule – March, April, June, August, November & December. The Silent Auction to benefit A Soldiers Best Friend will be held at the November meeting.

Announce 2019 CEC Class Schedule - February, May, July, September & October.

The member social will take place at Culinary Dropout following the October CEC class.

Next Event:

February 11, 2019 – CEC class for Trust Accounting by Mike Mulvena

NARPM Southern Arizona

Meeting Program

June 19, 2019

11:00am - 11:30 am Buffet Open & Check-In

11:45am - 12:00pm Welcome & Announcements

Opening Remarks – Sylvia White

Reading of the NARPM Code of Ethics - Chapter Secretary Colleen Kessler

12:00pm - 12:15pm Tech Tips

Titan Restoration of Tucson – Antionette Alvarez

Martin Insurance Consultants – Michelle Martin

ACN – Roxanne Holly

12:15pm – 12:30pm Round Table – Steve Shultz: ADRE Meeting Follow Up

12:30pm – 01:00pm Robin King of ADRE – What is making the phone ring in 2019

01:00pm - 01:15pm Closing Remarks

Announce 2019 Lunch Meeting Schedule – August, November & December. The Silent Auction to benefit A Soldiers Best Friend will be held at the November meeting.

Announce 2019 CEC Class Schedule - July, September & October.

50/50 Raffle

Door Prizes

NARPM Southern Arizona

Meeting Program

August 21, 2019

11:00am - 11:30 am Buffet Open & Check-In

11:30am - 11:45am Welcome & Announcements

Opening Remarks – Sylvia White

Legislative Update – Steve Schultz

Open elections

11:45am - 12:00pm Tech Tips

Martin Insurance Consultants – Michelle Martin

Titan Restoration of Tucson – Antionette Alvarez

12:00pm – 12:15pm Round Table: Home Warranties & A/C Calls – How do you handle them?
Moderator Antionette Alvarez or Sylvia White

12:15pm – 01:00pm Blythe Edmonson, Attorney at Law from Edmonson Law PC.

- ✓ Bankruptcies and how they relate to evictions
- ✓ Evictions without bankruptcies

01:00pm - 01:15pm Closing Remarks

Announce Remaining 2019 Events

- ✓ Friday August 23, 2019: CEC @ TAR 2 Classes Taught by Sue Fluke
 - Agency 9am – 12pm
 - Disclosure 1pm – 4pm
 - Free to TAR & NARPM Members
- ✓ Wednesday September 18, 2019: CEC @ TAR Class Taught by Steve Schultz
 - Risk Management 1pm – 4pm
 - Free to TAR & NARPM Members
- ✓ Thursday September 19, 2019
 - TAR Expo – NARPM Booth: All members are encouraged to donate chachkies.
Contact Sylvia White to coordinate donated items.
- ✓ Thursday October 10, 2019: Member Social & Membership Drive – Game Night
 - 5:30pm – 7:30pm at HTCC R Bar
- ✓ Wednesday November 20, 2019: Lunch Meeting / Silent Auction
 - The silent auction to benefit A Soldiers Best Friend
- ✓ Wednesday December 18, 2019: Lunch Meeting / Holiday Party / Installation of Officers

50/50 Raffle

Door Prizes

NARPM Southern Arizona

Meeting Program

DEC 2019 January 15, 2020

11:00am - 11:30 am Buffet Open & Check-In

11:30am - 11:55am Welcome & Announcements

Opening Remarks –

Thanks to everyone for another great year and a special thank you to Kim Urrea for her commitment as the Chapter President for the past two years. Our chapter leadership team has done a great job working behind the scenes to bring you great programs and education classes. We will be swearing in our 2020 Board of Directors later in the program.

As a reminder, our 2020 Member Dues are now due. If you have not already paid your 2020 membership dues you may pay today – see Linda Seely.

Presentation of Gift to A Soldier's Best Friend –

A special thanks to everyone who donated and participated in the silent auction for a soldier's best friend last month, we were able to raise \$4500. We have Carey & Chris Behrends with Luna here today to accept our gift for the organization.

Announcement of 2020 NARPM BOD Officers:

President – Mike Mulvena

President Elect – Sterling Bancroft

Past President – Kim Urrea

Secretary & TAR Liason – Colleen Kessler

Treasurer – Linda Seely

11:55am - 12:00pm Tech Tips:

Air Tropics LLC

12:00pm - 01:00pm Main Event:

Judge Vince Roberts

12:30pm - 01:00pm Closing Remarks

Announce 2020 Charity:

Next year we will continue to support our veterans but will switch it to gathering items to "stuff the backpack" for the veteran's hospital. We've learned that many vets arrive without basic items such as socks, jackets, etc. and we want to do what we can to help fill the void.

Announce 2020 Scheduled Events:

We have scheduled 6 lunch meetings in 2020 plus we will offer continuing education classes and a member fall social. We still have some room to add in topics and speakers, therefore if you have input for what you would like to hear about please let us know!

February will be a dark month – no events are scheduled.

*Friday March 13, 2020 – Fair Housing 101 & Reentry from 9am – 12pm @ TAR.
Instructor: Cheri Horbacz*

Wednesday March 18, 2020 – Joint lunch meeting with CAI – Tentative guest speaker from AAR. We will also hold our first Veteran's Backpack Drive.

Tuesday May 5, 2020 – Property Management Trust Accounting: Show Me the Money from 1pm – 4pm @ TAR. Instructor: Mike Mulvena.

Friday May 8, 2020 – Fair Housing: Assistive Animals; How to Avoid Barking up the Wrong Tree from 9am – 12pm @ TAR. Instructor: Denise Holliday.

Wednesday May 20, 2020 – Marge Kessler from Pet Screening Company will be here to talk about support animals and how to fairly screen them to meet FHA requirements.

Wednesday July 15, 2020 – NARPM BOD Elections

Wednesday September 16, 2020 – We will hold our second Veteran's Backpack Drive.

Wednesday November 18, 2020 - Topic and Guest Speaker TBD

Wednesday December 9, 2020 – AAR Property Management Summit.

50/50 Raffle

Door Prizes

NARPM Southern AZ Agenda

Location: 2445 N. Tucson Blv.

Date: Jan. 10, 2019

Time: 9:00-10:00

Call to order!

Chapter Goals:

- A. Education!
- B. Charity: A Soldier's Best Friend
- C. Member gain/ retention 47/18 in December

Officer reports:

- A. Secretary- approve minutes- Colleen
- B. Treasurer- bank balance, members?

Committee Chair Updates:

- A. President- Kim: National still needs volunteers see website for details, National has a try before you buy program now- if you know someone interested they fill out a Prospective Membership Application and they will be added to the distribution list and get all the updates and happenings for 3 months free. Then they can decide if they want to join. National is giving vouchers to people who refer new members, good for classes, or convention fees.
Designation badges are now updated and available on Nationals website for website use. Follow National on social media, twitter, instagram, and facebook, stay up to date! Earn designation points for Residential Resource Articles! See website for details.
- B. Past President/ Education- Susan:
- C. President Elect- Mike: February class is coming along.
- D. Secretary/TAR Liaison- Colleen: update
- E. Membership- Megan and Sylvia:
- F. Legislative- Jesus: updates
- G. NARPM National social media- Need a new person to head this, anyone?
- H. Affiliate/ Vendor- Margaret: We have 2 tech tips for next weeks luncheon
- I. Programs- Antoinette: Thank you for getting the calendar started
- J. Recognitions- Anyone CRPM?
- K. NARPM designations- RMP?
- L. Community outreach/ Charities- Susan: Anything? When should we start gathering items for Soldier's Best friend, as well as Santa
- M. Any other action items for the New Year?

NARPM Southern AZ Agenda

- N. Linda I will need the end of year financials, next year budget, taxes from last year if you can please email them to me.
- O. Margaret- Flyers for the Luncheons from this year, can you send them to drop box or email them as PDF's to me.

Thank you EVERYONE for a fantastic year I truly appreciate each and every one of you.

NARPM Southern AZ Agenda

Location: 2445 N. Tucson Blv.

Date: Feb. 14, 2019

Time: 9:00-10:00

Call to order!

Chapter Goals:

- A. Education!
- B. Charity: A Soldier's Best Friend
- C. Member gain/ retention 46/16

Officer reports:

- A. Secretary- approve minutes- Colleen
- B. Treasurer- bank balance, members?

Committee Chair Updates:

- A. President- Kim:
- B. Past President/ Education- Susan:
- C. President Elect- Mike:
- D. Secretary/TAR Liaison- Colleen: update
- E. Membership- Megan and Sylvia: TAR Expo this year?
- F. Legislative- Jesus: updates
- G. NARPM National social media- Need a new person to head this, anyone?
- H. Affiliate/ Vendor- Margaret:
- I. Programs- Antoinette: April Topic?
- J. Recognitions- Anyone CRPM?
- K. NARPM designations- RMP?
- L. Community outreach/ Charities- Susan: Anything? When should we start gathering items for Soldier's Best friend, as well as Santa
- M. Any other action items ?
- N. Linda I will need the end of year financials, next year budget, taxes from last year if you can please email them to me.
- O. Margaret- Flyers for the Luncheons from this year, can you send them to drop box or email them as PDF's to me.

Thank you EVERYONE for a fantastic year I truly appreciate each and every one of you.

NARPM Southern Arizona Board of Directors Meeting

April 11, 2019

TAR, 2445 N Tucson Blvd

Tucson, AZ 85716

Attendance: Kim Urrea Linda Seeley
 Jesus Johnson Sterling Bancroft
 Sylvia White Mike Mulvena

1. Meeting called to order 9am by President Kim Urrea. No minutes to review as not meeting last month. Bank Balance \$10,929.20
2. Membership: 36 Members, 16 Vendors
3. Nat'l Ethics class will be at Hotel Tucson City Center on May 15, 2019 from 11:30 – 2:30. Snacks and coffee/tea only.
4. CRPM Trust Accounting class has been approved and Mike Mulvena will be doing a live remote broadcast on June 18, 2019 (tentative).
5. We collected over 200 bears for Santa at the March meeting! YAY!!!!
6. Discussed charging members the \$30.00 lunch fee for members/vendors that RSVP to meeting but do not show or cancel. All agreed

Next NARPM Board Meeting May 9, 2019 at TAR Board Room, 2445 N Tucson Blvd, Tucson, AZ 85716 at 9:00 am.

Next NARPM Chapter Meeting June 19, 2019 at Hotel Tucson City Center, 475 N Granada, Tucson AZ 85701 at 11am check in.

Adjourned 9:45am

Respectfully Submitted: Linda Seeley, Treasurer (Colleen Kessler, Secretary absent)

NARPM Southern Arizona Board of Directors Meeting
July 11, 2019
TAR, 2445 N Tucson Blvd
Tucson AZ 85716

Attendance:	Kim Urrea	Sylvia White
	Colleen Kessler	Sterling Bancroft
	Jesus Johnson	Mike Mulvena
	Megan Titcher	Susan Creedon
	Antionette Alvare	

1. Meeting called to order 9am by President Kim Urrea. Minutes approved from June 19, 2019 Board Meeting. Bank Balance \$8,483.56 per Linda Seeley.
2. Vendors Roxanne Holly and Michelle Martin want to volunteer on the Board. As vendors they can assist a Committee Chair with special projects or assignments. Antionette said she can use help with Programs.
3. Continuing Education classes scheduled for July 25 Intro to Property Management, Sept 18 Risk Management at TAR with Instructor Steve Schultz. Two additional classes have been added for August 23 at TAR - Agency and Disclosure both with Sue Fluke. All are free to TAR Realtors and NARPM members. Susan will start planning next year's education with Trust Accounting in the first quarter 2020.
4. Megan will cold call Property Management companies that are not NARPM members invite them to the next August 21 Chapter Luncheon.
5. August 21 Chapter Meeting will be the Board Election for 2020. A guest speaker may be added to address bankruptcy, collections, etc.
6. Jesus reported that TAR is endorsing Randi Dorman for City of Tucson Mayor.
7. Margret is arranging vendor sponsors for the CE Classes.
8. Soldier's Best Friend will be this year's charity. Susan and Antionette will discuss a strategy for late in the year.
9. Mike reported a new statute ARS42-5042 that requires a Transaction & Privilege Tax License for short term online lodging. Fines will be enforced for any marketing of short term rentals that does not include the tax information.
10. Susan will secure the TAR Board Room for next year's NARPM Board of Directors Meetings. They will continue to be held prior to the TAR Property Management Committee at 9am.

Next NARPM Event July 25, 2019 at TAR - CE Class Introduction to Property Management 9-12noon.

Next NARPM Board Meeting August 8, 2019 at TAR Board Room, 2445 N Tucson Blvd, Tucson AZ 85716 at 9am.

Next NARPM Chapter Meeting August 21, 2019 at Hotel Tucson City Center, 475 N. Granda, Tucson AZ 85701 at 11am check-in.

Adjourned 9:50am

Respectfully Submitted: Colleen Kessler, Secretary

NARPM Southern AZ Agenda

Location: 2445 N. Tucson Blv.

Date: August 8, 2019

Time: 9-10

Call to order! Chapter Goals:

- A. Education!
- B. Charity: A Soldier's Best Friend
- C. Member gain/ retention 36/16

Officer reports:

- A. Secretary- approve minutes-
- B. Treasurer- bank balance, members

Committee Chair Updates:

- A. President- Kim:
- B. Past President/ Education- Susan: Sept. 18(Thurs) 1-4 @ TAR, 9/23 at TAR 9-12 agency and 1-4 disclosure both with Sue Fluke
- C. President Elect- Mike:
- D. Secretary/TAR Liaison- Colleen: update
- E. Membership- Megan- Anything on cold emails?
- F. Special projects manager Sylvia: Did you find a wheel?
- G. Legislative- Jesus: updates
- H. NARPM National social media-
- I. Affiliate/ Vendor- Margaret: Vendor social in October? Where?
- J. Programs- Antoinette: October- Vendor Social correct or did we come up with a speaker?
- K. NARPM designations-
- L. Community outreach/ Charities- Susan: Are you spearheading this? At what point do you want collections to start for November?
- M. Any other action items?

Adjourn!

Thank you everyone, you all are so awesome!

NARPM Southern AZ Agenda

Location: 2445 N. Tucson Blv.

Date: September 12, 2019

Time: 9-10

Call to order!

- A. Education!
- B. Charity: A Soldier's Best Friend
- C. Member gain/ retention 36/16

Officer reports:

- A. Secretary- approve minutes- August minutes
- B. Treasurer- bank balance, members=

Committee Chair Updates:

- A. President- Kim: Class coming up on the 18th, Expo is on the 19th 9-3 ish
- B. Past President/ Education- Susan: Sept. 18(Thurs) 1-4 @ TAR
- C. President Elect- Mike: Anything?
- D. Secretary/TAR Liaison- Colleen: update
- E. Membership- Megan- Anything on cold emails?
- F. Special projects manager Sylvia:
- G. Legislative- Jesus: updates
- H. NARPM National social media-
- I. Affiliate/ Vendor- Margaret: Vendor social in October
- J. Programs- Antoinette: October- Vendor Social at HTCC, 2020 calendar
- K. NARPM designations-
- L. Community outreach/ Charities- Susan: Are you spearheading this? At what point do you want collections to start for November?
- M. Any other action items?

Adjourn!

Thank you everyone, you all are so awesome!

NARPM Southern Arizona Board of Directors Meeting
December 12, 2019
TAR, 2445 N Tucson Blvd
Tucson AZ 85716

Attendance:	Kim Urrea	Sylvia White
	Colleen Kessler	Sterling Bancroft
	Susan Creedon	Linda Seeley
	Antionette Alvarez	Megan Titche
	Mike Mulvena	Jesus Johnson

1. Meeting called to order 9:05am by President Kim Urrea. Minutes approved from Nov 14, 2019 Board Meeting. Bank Balance \$8645.81 (\$4427.31 after charity donation check) per Linda Seeley. Mike announced the 2020 Board Meetings will continue on the 2nd Thursday of each month at 9am at the TAR Board Room.
2. Susan will continue as Education Chair in 2020. Susan scheduled a Fair Housing Continuing Education class for March 13, 2020 at 9-12 at TAR. The class will be taught by Cheri Horbacz, Director of Education & Outreach at the Southwest Fair Housing Council.
3. December 18, 2019 is the NARPM SoAZ Christmas Luncheon. The new 2020 Board will be announced. The charity Soldier's Best Friend will be presented the check for the donations collected. The Annual Gift Exchange will be held with wrapped \$20 gifts.
4. Mike scheduled Judge Vince Roberts to speak at the January 5, 2020 chapter meeting. He will give a 30min. Presentation.
5. Next year's charity will be Veterans for personal items, clothing, etc. to be donated to the VA Hospital. Donations will be collected at the March & September Chapter Meetings.
6. Jesus reported three states (MN, WA, CA) are now requiring that all Section 8 Vouchers be accepted if applicants qualify.

Next NARPM Chapter Meeting December 18, 2019 at Hotel Tucson City Center, 475 N. Granada, Tucson AZ 85701 at 11am check-in.

Next NARPM Board Meeting January 9, 2020 at TAR Board Room, 2445 N Tucson Blvd, Tucson AZ 85716 at 9am.

Adjourned 9:40am

Respectfully Submitted: Colleen Kessler, Secretary

NARPM Southern Arizona

Meeting Program

Dec 2019

January 15, 2020

11:00am - 11:30 am Buffet Open & Check-In

11:30am - 11:55am Welcome & Announcements

Opening Remarks –

Thanks to everyone for another great year and a special thank you to Kim Urrea for her commitment as the Chapter President for the past two years. Our chapter leadership team has done a great job working behind the scenes to bring you great programs and education classes. We will be swearing in our 2020 Board of Directors later in the program.

As a reminder, our 2020 Member Dues are now due. If you have not already paid your 2020 membership dues you may pay today – see Linda Seely.

Presentation of Gift to A Soldier's Best Friend –

A special thanks to everyone who donated and participated in the silent auction for a soldier's best friend last month, we were able to raise \$4500. We have Carey & Chris Behrends with Luna here today to accept our gift for the organization.

Announcement of 2020 NARPM BOD Officers:

President – Mike Mulvena

President Elect – Sterling Bancroft

Past President – Kim Urrea

Secretary & TAR Liason – Colleen Kessler

Treasurer – Linda Seely

11:55am - 12:00pm Tech Tips:

Air Tropics LLC

12:00pm - 01:00pm Main Event:

Judge Vince Roberts

12:30pm - 01:00pm Closing Remarks

Announce 2020 Charity:

Next year we will continue to support our veterans but will switch it to gathering items to "stuff the backpack" for the veteran's hospital. We've learned that many vets arrive without basic items such as socks, jackets, etc. and we want to do what we can to help fill the void.

Form 990-N

Electronic Notice (e-Postcard)

OMB No. 1545-2085

Department of the Treasury
Internal Revenue Service

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

2017

Open to Public Inspection

A For the 2017 Calendar year, or tax year beginning 2017-01-01 and ending 2017-12-31

B Check if available

Terminated for Business

Gross receipts are normally \$50,000 or less

C Name of Organization: SOUTHERN ARIZONA CHAPTER OF

THE NATIONAL ASSOCIATION OF

7301 E 22ND STREET SUITE

3E, TUCSON, AZ, US, 85710

D Employee Identification

Number 26-3138962

E Website:

F Name of Principal Officer: SUSAN CREEDON

7360 E 22ND ST, TUCSON,

AZ, US, 85710

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.

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

- a. 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 professional chapter members.
- b. 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 chapter executive committee, prior to the end of the calendar year.

1. Presiding Authority: The outgoing president shall conduct the election. The outgoing president can delegate the electoral process to the president-elect or any other chapter member provided that member is not a nominee.
2. Nominating Committee – The immediate past president shall serve as chair of the nominating committee and the President shall appoint the other two members of the committee. The recommendation of the Nominating Committee shall be approved by the Southern Arizona Executive Committee and presented to the 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.
5. Contested Offices: In the case of contested office(s), each office shall be dealt with through a ballot presented to those who are in attendance at the chapter meeting, or electronically if approved by the chapter executive committee. The nominee receiving a simple majority shall be elected to the position.
6. The Chapter shall 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, accompanied by the signatures of ten percent (10%) of the professional members in good standing recommending the candidates 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 chapters calendar year and conclude at the end of the same.

Section E: Vacancy

An office shall be declared vacant when an officer:

1. Resigns that office through written notification to the president or the secretary.

NARPM Southern Arizona Board of Directors Meeting
July 11, 2019
TAR, 2445 N Tucson Blvd
Tucson AZ 85716

Attendance:	Kim Urrea	Sylvia White
	Colleen Kessler	Sterling Bancroft
	Jesus Johnson	Mike Mulvena
	Megan Titcher	Susan Creedon
	Antionette Alvarez	

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2. Vendors Roxanne Holly and Michelle Martin want to volunteer on the Board. As vendors they can assist a Committee Chair with special projects or assignments. Antionette said she can use help with Programs.
3. Continuing Education classes scheduled for July 25 Intro to Property Management, Sept 18 Risk Management at TAR with Instructor Steve Schultz. Two additional classes have been added for August 23 at TAR - Agency and Disclosure both with Sue Fluke. All are free to TAR Realtors and NARPM members. Susan will start planning next year's education with Trust Accounting in the first quarter 2020.
4. Megan will cold call Property Management companies that are not NARPM members invite them to the next August 21 Chapter Luncheon.
5. August 21 Chapter Meeting will be the Board Election for 2020. A guest speaker may be added to address bankruptcy, collections, etc.
6. Jesus reported that TAR is endorsing Randi Dorman for City of Tucson Mayor.
7. Margret is arranging vendor sponsors for the CE Classes.
8. Soldier's Best Friend will be this year's charity. Susan and Antionette will discuss a strategy for late in the year.
9. Mike reported a new statute ARS42-5042 that requires a Transaction & Privilege Tax License for short term online lodging. Fines will be enforced for any marketing of short term rentals that does not include the tax information.
10. Susan will secure the TAR Board Room for next year's NARPM Board of Directors Meetings. They will continue to be held prior to the TAR Property Management Committee at 9am.

NARPM Southern Arizona

Meeting Program

August 21, 2019

11:00am - 11:30 am Buffet Open & Check-In \$ Socialize

11:30am - 11:45am Welcome & Announcements

Opening Remarks – Sylvia White

Legislative Update – Steve Schultz

*members join board
*committee

11:45am - 12:00pm Tech Tips

* Open elections – email past president with nominations, guest.

Martin Insurance Consultants – Michelle Martin

Titan Restoration of Tucson – Antionette Alvarez

12:00pm – 12:15pm Round Table: Home Warranties & A/C Calls – How do you handle them?
Moderator Antionette Alvarez or Sylvia White

12:15pm – 01:00pm Blythe Edmonson, Attorney at Law from Edmonson Law PC.

- ✓ Bankruptcies and how they relate to evictions
- ✓ Evictions without bankruptcies

01:00pm - 01:15pm Closing Remarks

Announce Remaining 2019 Events

- ✓ Friday August 23, 2019: CEC @ TAR 2 Classes Taught by Sue Fluke
 - Agency 9am – 12pm
 - Disclosure 1pm – 4pm
 - Free to TAR & NARPM Members
- ✓ Wednesday September 18, 2019: CEC @ TAR Class Taught by Steve Schultz
 - Risk Management 1pm – 4pm
 - Free to TAR & NARPM Members
- ✓ Thursday September 19, 2019
 - TAR Expo – NARPM Booth: All members are encouraged to donate chachkies. Contact Sylvia White to coordinate donated items.
- ✓ Thursday October 10, 2019: Member Social & Membership Drive – Game Night
 - 5:30pm – 7:30pm at HTCC R Bar
- ✓ Wednesday November 20, 2019: Lunch Meeting / Silent Auction
 - The silent auction to benefit A Soldiers Best Friend
- ✓ Wednesday December 18, 2019: Lunch Meeting / Holiday Party / Installation of Officers

50/50 Raffle

Door Prizes