



CHAPTER COMPLIANCE 2023

C059 SOUTHWEST IDAHO CHAPTER

Congratulations! Your NARPM 2023 Chapter Compliance Application form has been approved!

The chapter has met all recertification requirements and is fully certified.

Levels of Chapter Recertification

Full recertification

The chapter has met all recertification requirements, indicated by compliance with items listed on the certificate of compliance. Only fully certified chapters are eligible for Chapter Excellence Awards. Once recertified, an email will be sent.

Chapter in Review (Amended 2022)

Should the Chapter submittal displays lack of submission of any items on the certificate of compliance. Chapters will have six (6) months from compliance deadline to restore their certification. NARPM® Board of Directors must confirm that a Chapter can be taken off Chapter in Review status.

A Chapter will be placed in **Chapter in Review/Conditional Compliance** if documents are not submitted by compliance deadline. Members of the chapter will not be notified when a Chapter is placed in conditional compliance. The chapter must meet the chapter compliance deadline for the following year.

De-certification

De-certification must be preceded by a period of Chapter in Review and indicates continued non-compliance of recertification requirements. NARPM Board of Directors must approve all de-certification of chapters.



**CHAPTER COMPLIANCE 2023
ATTENDANCE REQUIREMENTS MET in 2022**

C059 SOUTHWEST IDAHO CHAPTER

Compliance Question:

How many Chapter Leader Calls, hosted by RVPs, did the chapter president, or their representative, participate in? Your chapter president, or their representative, must attend at least two of these calls to obtain chapter compliance.

February 4, 2022 Attendee(s): Cassandra R. Swanson

June 2, 2022 Attendee(s): Cassandra R. Swanson

Chapter Bylaws Requirements for President and/or President-Elect to attend Chapter Leadership Training at Annual Convention on October 20, 2022 AND/OR Nuts and Bolts Virtual Sessions on November 16, 2022.

October 20, 2022 Attendee(s): Hana Goodrich

November 16, 2022 Attendee(s): Spencer Henderson; Kat Knowlton

Department of the Treasury
Internal Revenue Service

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

2021

Open to Public Inspection

A For the 2021 Calendar year, or tax year beginning 2021-01-01 and ending 2021-12-31

B Check if available

 Terminated for Business Gross receipts are normally \$50,000 or lessC Name of Organization: SOUTHWEST IDAHO CHAPTER OF
THE NTL ASSN OF RESIDENTIAL PRPTY MGRPO Box 191208, Boise, ID,
US, 83719D Employee Identification
Number 82-0527639

E Website:

<https://swidaho.narpm.org/>F Name of Principal Officer: Cassandra SwansonPO Box 191208, Boise, ID,
US, 83719

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.

SW IDAHO NARPM BUDGET

	Current Budget	Current Year Actuals	Previous Budget	Previous Year Actuals
Revenue				
	2023	YTD - 2/28/2023	2022	YTD - 12/31/2022
Affiliate Dues				
Affiliate Membership	\$19,000.00	\$9,500.00	\$20,000.00	\$19,400.00
Additional Employee Membership	\$1,000.00	\$1,000.00	\$500.00	\$1,000.00
Membership Drive	\$500.00			\$500.00
PM Membership Dues				
PM Membership	\$10,000.00	\$2,875.00	\$7,200.00	\$10,225.00
Additional Employee Membership	\$6,000.00	\$1,750.00	\$4,500.00	\$6,425.00
Sponsorships				
In Person Breakfast Sponsorships	\$4,800.00	\$600.00	\$3,200.00	\$4,800.00
Guest Breakfast/Christmas Dinner	\$1,000.00	\$100.00	\$420.00	\$1,390.00
Member Retention/Chapter Incentive	\$1,000.00		\$1,100.00	\$1,000.25
Marie Swanson Memorial	\$500.00			\$170.00
Rafting				
Happy Hour Sponsor - Vendor Fair	\$1,000.00			\$1,000.00
NW Conference Sponsorship	\$3,000.00			\$3,000.00
Vendor Fair				
Non-Member Booths	\$2,500.00		\$2,500.00	
Platinum Booth	\$1,000.00		\$1,000.00	
Total Revenue	\$51,300.00	\$15,825.00	\$40,420.00	\$48,910.25
Expenses				
Charitable Contributions	\$250.00			\$500.00
Community Relations	\$4,000.00	-\$109.14	\$4,000.00	\$240.30
Education	\$4,000.00		\$4,000.00	
Webmaster	\$2,000.00		\$2,000.00	\$554.95
Rafting Trip	\$1,000.00		\$1,000.00	
Vendor Fair	\$3,500.00		\$3,500.00	\$500.00
Breakfast Meetings	\$15,000.00	\$4,335.04	\$10,000.00	\$14,683.18
Christmas Party	\$6,000.00		\$4,000.00	\$8,921.83
Technology and Software	\$450.00	\$179.90	\$450.00	
Office Supplies	\$200.00		\$100.00	\$172.87
PO Box	\$200.00	\$166.00		\$166.00
Legislative	\$1,000.00		\$1,000.00	
Meals and Entertainment	\$1,500.00		\$1,500.00	\$797.10

	Membership	\$4,000.00			\$3,799.94
	Quickbook Payment Fees	\$800.00	\$603.94		\$744.61
	Strategic Planning	\$2,500.00		\$2,500.00	
	Comfort and Care	\$300.00			\$273.27
	NW Regional Conference				
	Total Expenses	\$46,150.00	\$5,175.74	\$34,050.00	\$31,354.05
	Total Revenue	\$51,300.00	\$15,825.00	\$40,420.00	\$48,910.25
	Total Expenses	\$46,150.00	\$5,175.74	\$34,050.00	\$31,354.05
	Net Profit	\$5,150.00	\$10,649.26	\$6,370.00	\$17,556.20

Southwest Idaho Chapter of NARPM

Profit and Loss

January - December 2022

	TOTAL
Income	
Annual Membership Dues	0.00
Affiliate Dues	0.00
Affiliate Membership - Additional Employee	1,000.00
Affiliate Membership - First Employee	19,400.00
Total Affiliate Dues	20,400.00
Membership drive	500.00
PM Membership Dues	0.00
Membership - Additional Employee	6,425.00
Membership - First Employee	10,225.00
Total PM Membership Dues	16,650.00
Total Annual Membership Dues	37,550.00
Breakfast Sponsorships	0.00
In Person Breakfast Sponsorship	4,800.00
Total Breakfast Sponsorships	4,800.00
Chapter Incentive	250.25
Christmas Dinner	1,270.00
Guest Breakfast	120.00
Hosting NW Regional Conference	3,000.00
Marie Swanson Memorial Scholarship Program	170.00
Member Retention	750.00
Rafting	0.00
Sales	0.00
Vendor Fair	0.00
Vendor Fair - Happy Hour Sponsor	1,000.00
Total Vendor Fair	1,000.00
Total Income	\$48,910.25
GROSS PROFIT	\$48,910.25
Expenses	
Charitable Contributions	500.00
Class Lunch/Snacks	45.73
Comfort and Care - Members/Speakers	273.27
Community Service Chair	240.30
Galaxy Event Center	0.00
Audio/Visual Expenses	1,800.00
Breakfast	7,693.81
Breakfast Fees	1,870.60
Breakfast Tax	888.62
Gratuities	2,430.15

Southwest Idaho Chapter of NARPM

Profit and Loss

January - December 2022

	TOTAL
Holiday Party (dessert, dinner, coffee)	4,741.89
Total Galaxy Event Center	19,425.07
Gifts/Donations	261.69
Holiday Party Expenses	3,294.76
Membership Chair	3,799.94
Office Expenses	0.00
Plaques	623.49
Postal Box	166.00
Total Office Expenses	789.49
Speakers	0.00
Meals and Entertainment	751.37
Travel	0.00
Total Speakers	751.37
Supplies	34.97
Taxes & Licenses	62.90
Technology and Software	75.00
QuickBooks Payments Fees	744.61
Total Technology and Software	819.61
Vendor Fair Expense	500.00
Webmaster Chair	0.00
Advertising	182.95
Software and Subscriptions	372.00
Total Webmaster Chair	554.95
Total Expenses	\$31,354.05
NET OPERATING INCOME	\$17,556.20
NET INCOME	\$17,556.20

Bylaws of
The Southwest Idaho Chapter of
The National Association of Residential Property Managers

ARTICLE I: Name, Purposes, Powers and Definitions

Section A: Name

The name of this organization shall be the Southwest Idaho chapter of the National Association of Residential Property Managers, Inc. hereinafter referred to as the Chapter.

Section B: Purpose

The purposes for which the organization is established are to:

1. Establish a permanent trade association in the residential property management industry in the Adams, Valley, Lemhi, Washington, Payette, Gem, Boise, Custer, Butte, Canyon, Ada, Elmore, Camas, Blaine, Owyhee, Gooding, Lincoln, Jerome, Minidoka, Twin Falls and Cassia
2. To promote a standard of business ethics, professionalism and fair practices among its members.
3. To establish and promote education of its members.
4. To provide and promote an exchange of ideas regarding residential property management.
5. To educate and promote legislative initiative in the Adams, Valley, Lemhi, Washington, Payette, Gem, Boise, Custer, Butte, Canyon, Ada, Elmore, Camas, Blaine, Owyhee, Gooding, Lincoln, Jerome, Minidoka, Twin Falls and Cassia

Section C: Powers

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

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

Section D: This chapter's geographical definition shall be: Adams, Valley, Lemhi, Washington, Payette, Gem, Boise, Custer, Butte, Canyon, Ada, Elmore, Camas, Blaine, Owyhee, Gooding, Lincoln, Jerome, Minidoka, Twin Falls and Cassia

ARTICLE II: Membership

Professional, Associate, Support Staff, Affiliate Member, Junior, Student, Academic, and Honorary Members

Section A: Professional Member

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

A Professional Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals must comply with state licensing laws, but do not hold an active real estate license.

Section B: Associate Member

An Associate Member shall be an individual actively engaged in the management of residential properties as an agent for others. The individual must follow his/her specific state regulatory licensing law regarding licensure in performing the duties of a property manager. An Associate Member cannot hold the RMP® and/or MPME designation, or hold elective office.

An Associate Member may also be an employee of a company, or employee of a property owner, or employee of an investor, who handles all aspects of residential property management. These individuals must comply with state licensing laws, but do not hold an active real estate license.

Section C: Support Staff

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

Section D: Affiliate Member

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

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

Section E: Application by Professional, Associate, Support Staff Members, Junior, Student, or Academic Members

1. Acceptance into membership: An applicant for membership in a chapter shall first be a member of the national association. A member of the national association may be a member of more than one chapter as long as that member meets all requirements for each chapter membership. New Members must complete a Code of Ethics course of

instruction from the National Association of Residential Property Managers to become a Professional Member

3. **Vote:** Voting member shall be eligible to vote in person at the annual meeting of the chapter in which officers are elected. Any member shall be eligible to vote at all meetings of sub-committees upon which the member serves, if any.

ARTICLE III: Suspension, Termination and Resignation of Membership

Section A: Suspension of Membership

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

1. **Suspension of membership:** Suspension of membership for reasons stated in the bylaws of the national association.
2. **By notification of the National NARPM® Board of Directors as a result of violations of the Code of Ethics and Standards of Professionalism.**

Section B: Termination of Membership

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

Resignation:

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

Section C: Reinstatement of Membership

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

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

ARTICLE IV: Executive Committee/Board of Directors

Section A: Responsibilities

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

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

Section B: The Executive Committee

All chapter executive committee members should faithfully attend all chapter executive committee meetings. The executive committee, hereinafter known as the committee, shall be composed of (5) officers as follows:

1. President: The president shall:
 - a. Be the chief executive officer of the chapter.
 - b. Preside at all meetings of the chapter.
 - c. Act as an alternate signatory for funds withdrawn from the chapter account(s).
 - d. Sign all legal documents.
 - e. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - f. Shall ensure the completion of all documentation required by the National Association.
 - g. Serve a term of one year commencing with the beginning of the new calendar year.
 - h. Must be a Professional Member of the Chapter.
 - i. Must attend RVP call or appoint someone in place.
 - j. Must attend annual Board Leadership Training offered by the National Association of Residential Property Managers.

2. **President-Elect.** The president-elect shall:
 - a. Act as an alternate signatory for funds to be withdrawn from the chapter account(s).
 - b. Fulfill the responsibilities of the president during his/her absence.
 - c. Replace the president at the end of the fiscal year.
 - c. Automatically accede to the presidency during a calendar year when the presidency becomes vacant.
 - e. Undertake other activities as are deemed appropriate by the president.
 - f. Serve a term of one year commencing with the beginning of the calendar year.
 - g. Must be a Professional Member of the Chapter.
 - h. Notify all chapter members of upcoming meetings – Communications chair.
 - i. Coordinate speakers and lecturers that are relevant to the residential industry for chapter meetings.
 - j. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - k. Oversee the submission of Chapter reports including Chapter Existence submission.
 - l. Must be back up for attendance at annual Board Leadership Training offered by the National Association of Residential Property Managers if the President is unable to attend.
3. **Secretary.** The secretary shall:
 - a. Maintain current chapter membership records to coincide with the national association's membership database.
 - b. Record, maintain and distribute minutes of all regular and special meetings of the committee as appropriate.
 - c. File all federal, state and local reports as needed.
 - d. Undertake responsibility for such other activities as deemed appropriate by the committee.
 - e. Serve a term of one year commencing with the beginning of the calendar year.
 - f. Must be a Professional Member of the Chapter.
4. **Treasurer.** The treasurer shall:
 - a. Be a signatory for all funds withdrawn from chapter account(s).
 - b. Distribute annual renewal notices for chapter dues and special assessments.
 - c. Deposit all funds into a federally insured financial institution.
 - d. Prepare a financial report for the committee upon request.
 - e. Prepare an end-of-fiscal year report for the national association.
 - f. File tax and other financial reports with the appropriate government agencies.
 - g. Undertake responsibility for other such activities as deemed appropriate by the committee.
 - h. Serve a term of one year commencing with the beginning of the calendar year.
 - i. Must be a Professional Member of the Chapter.
- B. **Past President**
 - a. Shall serve as Chairman of the Nominating Committee.
 - b. Undertake responsibilities as assigned by the President.
 - c. Serve a term of one year commencing with the beginning of the calendar year.
 - d. Must be a Professional Member of the Chapter.

Section A: Eligibility

To be eligible to serve as a chapter officer, an individual shall be a member in good standing with both the chapter and the national association. Furthermore, the chapter member must be willing to fulfill the duties of the office to which he/she is elected, including those duties relating to the national association.

Section B: Notification of Members

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

1. Write-in: Any member who writes in the name of a nominee shall provide a signed letter from the individual so nominated indicating the said individual's willingness to serve if elected and signed by five percent (5%) of the professional chapter members.
2. In Person: Any member who is present during the electoral process can be nominated.

Section C: Elections

Elections shall be conducted 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 Southwest Idaho Chapter 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.
4. Contested Offices: In the case of contested office(s), each office shall be dealt with through a ballot presented to those who are in attendance at the chapter meeting, or electronically if approved by the chapter executive committee. The nominee receiving a simple majority shall be elected to the position.
5. The Chapter shall not 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 chapter's calendar year and conclude at the end of the same.

Section E: Vacancy

An office shall be declared vacant when an officer:

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

Section F: Filling a Vacated Office

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

1. **When:** When more than three (3) calendar months remain before the next election at which the vacancy shall be filled.
2. **Procedure:** By an individual nominated and approved by the executive committee to fill the remaining year of the term.

ARTICLE VI: Meetings, Locations and Majority Rules

Section A: The executive committee shall meet with the same frequency as the chapter meetings, or at a time approved by the chapter executive committee, which must be no fewer than four (4) meetings annually.

1. **Notice of Regular Meeting:** With the advice and consent of the president, the secretary shall notify all members of the executive committee of the date, time and place by regular letter emailed to each member of the committee.
2. **Waiver of Notice:** Attendance by any member of the executive committee at a regularly scheduled meeting at which date, time and place is established for the next meeting shall constitute a waiver of notice of the next regular meeting of the committee.
3. **Electronic Meetings:** If approved by the chapter executive committee, meeting can be held electronically in order to conduct the business of the chapter.

Section B: Location

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

Section C: Quorum

1. A Majority of the executive committee officers in attendance shall constitute a quorum.
2. **Quorum:** A quorum to conduct business by the members shall be 10% of the member eligible to vote at a regularly scheduled meeting. A chapter event can be held without a quorum but no business can be conducted.

Section D: Simple Majority Vote

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

ARTICLE VII: Committees

Section A: Appointment

Except as otherwise stated in these bylaws or the bylaws of the national association, the chairpersons and members of all sub-committees shall be appointed by the president with the advice and consent of the executive committee.

Section B: Responsibilities

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

Section C: Creation and Dissolution

The president, with the advice and consent of the executive committee, shall have the authority to create and dissolve sub-committees according to the needs of the chapter.

ARTICLE VIII: Code of Ethics & Standards of Professionalism

Acknowledgment and Enforcement

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

Failure to satisfy this requirement will result in the professional members reverting to an associate member until course is completed.

Section A: Acknowledgment

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

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

prescribed action identified by these bylaws or the bylaws of the national association taken for the purpose of enforcing the applicable Code of Ethics and Standards of Professionalism.

Section B: Enforcement

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

ARTICLE IX: Financial Considerations

Section A: Calendar Year

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

Section B: Chapter Dues

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

1. Payable: Dues for local chapters are payable no later than January 1 of each year.
2. Non-payment of Dues: Failure to pay the annual chapter dues within 75 days after the first day of the year shall result in automatic termination of chapter membership unless there are extenuating circumstances.
3. Pro-rated dues will begin July 1st for new members at the rate of 50% of annual dues. This pro-rated amount will remain in effect thru the end of the year or at the board's discretion.
4. Member Dues: The amount of the Chapter dues for all members and each class of membership shall be established annually by the board of directors during the budgeting process.
5. Affiliate dues: The amount of local chapter dues for Affiliate dues shall be established annually by the board of directors during the budgeting process. The chapter will charge dues to National Affiliate members.
6. Late Fees: Any payment received after the due date will be considered late, and a late fee will be assessed. The Board of Directors must approve any schedule of late fees or returned check fees during the budgeting process.

Section C: Special Assessments

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

Section D: Budget

The treasurer, in conjunction with the executive committee, shall prepare an itemized budget of income and expenses for each calendar year. The budget shall not exceed the chapter's ability

to pay the same and shall be approved by the Southwest Illinois Chapter Executive Committee or Board of Directors.

Section E. Non-Binding

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

ARTICLE X: Proposals and Procedures for Amending

Section A. Proposals

Amendments to these bylaws may be proposed by any chapter member or board of director of the National Association of Residential Property Managers, Inc., at any time through a letter addressed to the executive committee and presented or mailed to the secretary. Any proposal shall be studied by the entire executive committee or an officer of the executive committee or by a sub-committee created and/or assigned for that purpose as appointed by the president.

Section B. Procedure for Amending

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

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

ARTICLE XI: Miscellaneous

Section A. Validity

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

Section B. Waiver

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

Section C. Hold Harmless and Indemnify

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

Section D. State Laws

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

Section E Sexual Harassment

Any member of the Association may be reprimanded, placed on probation, suspended or expelled for harassment of an Association employee or Association Officer or Director after a hearing in accordance with the established procedures of the Association. As used in the Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, or threats to do the same, or any other conduct with the purpose or effect of unreasonably interfering with an individual's work performance by creating a hostile, intimidating or offensive work environment. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team composed of the President, and President-Elect and one member of the Board of Directors selected by the highest ranking officer not named in the complaint, upon consultation with legal counsel for the Association. If the complaint names the President, or President-Elect, they may not participate in the proceedings and shall be replaced by the immediate Past President or, alternatively, by another member of the Board of Directors selected by the highest ranking officer not named in the complaint.

Section F Dissolution

Should the membership vote by majority to dissolve the operations of the Southwest Idaho Chapter, all remaining funds in the treasury will be sent to the National Association of Residential Property Managers or a Northwest Chapter of the Board's choosing.



SW Idaho NARPM
February Breakfast
Meeting

Hosted by: You

Thursday
February 10, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW Idaho NARPM
January Breakfast

Hosted by: You

Thursday
January 13, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW IDAHO NARPM
OCTOBER BREAKFAST
MEETING 2022

Hosted by: You

Thursday
October 13, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



NARPM SW IDAHO
SEPTEMBER
BREAKFAST MEETING

Hosted by: You

Thursday
September 08,
2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW IDAHO NARPM
APRIL MEETING W/
KRISTA DEACON!

Hosted by: You

Thursday
April 14, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW Idaho NARPM
March Meeting w/
Jennifer Stoops!

Hosted by: You

Thursday
March 10, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW Idaho NARPM
February Breakfast
Meeting

Hosted by: You

Thursday
February 10, 2022

Attending
(Past Event)

[More](#)

[Send Thanks](#)



SW IDAHO NARPM
NOVEMBER
BREAKFAST MEETING
2022

Hosted by: You

Thursday
November 10, 2022
8:30 AM MT

Attending
(Past Event)

[More](#)

[Send Thanks](#)

**National Association of Residential Property Managers
SW Idaho Chapter**

Board of Directors Meeting

Date: Thursday, April 14th, 7:30a.m.

Location: Galaxy event center



DISCUSSION/AGENDA

Call to order at 7:41am

In attendance: Kat, Andrea, Cassi, Heather, Alyssa, Carly, Hana, Spencer, Kristan, Ashley

- The following board reports were provided to review prior to the meeting

President: Cassi

-

Past President: Jim Sharone

- Chapter Compliance was submitted prior to the deadline.

Secretary: Heather Eshelby-Goade

Recommendations/Motions for Board

- Motion to approve last meeting minutes/from March meeting- Heather motions to approve- Carly seconds, all in favor- carried.

Financial/Treasurer's Report: Carly Florez

Recommendations/Motions for Board

- Motion to approve financial report for this cycle- Carly, Heather second- all in favor- carried.

Committee Reports

President Elect: Hana Goodrich-

- Have final rafting details to share and will get a flier made up for marketing! June 10th
 - 6 guides for trip, 6-7 people boat not counting the guide. May have to rent a few boats. Open up and fill spots, if more are needed we'll add as necessary. We are charging per person, mostly for registration purposes. Invite the dignitaries! Second Nature wants to do rafting trip, as well (Christian).
- Sign up for the NW Regional conference ppl!!! 75 PMs signed up. Room block discount runs out 21st of April. Invite shared with IAA.
 - Heather asked about availability of the educational break-out sessions, can this be made available and shared out for more visibility and notice?

Membership: Andrea Mayer

Summer Social/ Membership Drive successfully moved to 5/12. Food truck & venue both secured. Rolling Hills urban tasting room and Lucky Taco catering. Free for everyone to attend. Charcuterie board and wine. Second Nature and CTR are sponsors. Can we do a local discount? Andrea- Motion to discount membership fee locally by \$50/per person for sign up incentive. Heather- seconds, All in Favor- CARRIED.

Education: Kristan Hafeman

September speaker is still being worked on, and back up in place- have time on our side and all good.

Affiliate: Ashley Van Cleave

After meeting Affiliate Education moment all set. Hana, Kristan, and John have volunteered to be my answering panel for that. Still working on May conference. Looking for affiliate help on swag bag handouts in May – maybe 2-3 folks willing to help hand them out, decided pre-summer giveaway (don't forget us for the summer months) kind of thing. Thought- Have them ready by the social to consolidate, perhaps?

Legislative: Spencer Henderson

Activity- No new landlord/tenant laws passed the 2022 legislative session. Next session will be in 2024.

Application fee bill died in the Senate. Most likely due to the corresponding application bill failed on the house floor.

Owner of short-term rentals in Boise must get a license to operate a short term rental.

General Standards for the application will be:

A list of the names, physical addresses, phone numbers, and email addresses of every owner of the short-term rental;

The physical address of the property used as the short-term rental;

The name, physical address, phone number, and email address of the local representative;

The nature (i.e., type and size) of the property, or portion thereof, to be used as a short-term rental and whether the property is owner-occupied;

Information regarding safety equipment within the short-term rental and general information regarding parking for guests;

Information regarding the short-term rental marketplaces and corresponding listing numbers, which are used to list the short-term rental for lease, and the maximum occupancy advertised for the short-term rental;

Proof of liability insurance coverage as set forth in this chapter.

Short term rentals must comply:

Noise: All short-term rentals within the City shall maintain quiet hours between 10 p.m. to 8 a.m. daily.

Safety: All short-term rentals shall provide and maintain functioning fire extinguishers, smoke detectors, and carbon monoxide detectors if there are gas or solid fuel appliances or attached vehicle garages.

Trash: No trash or other refuse shall be left stored within public view, except in in proper containers for the purpose of collection by the authorized waste hauler on scheduled trash, compost, and recycling collections days.

Conspicuous Display of License: Upon issuance, the short-term rental license shall be prominently displayed at all times within the licensed property.

Local Representative: All short-term rental licensees shall designate and maintain a local representative who shall respond to all license issues in a timely manner.

The local representative must reside within twenty (20) vehicular miles of the City limits.

Any Short-term rental owner who reside outside the state of Idaho must maintain a local representative who is authorized to accept legal notices on the

owner's behalf.

Obey All Laws: All short-term rental licensees shall operate in compliance with all applicable Federal, State, and local statutes, rules, and regulations.

Insurance Requirements

Minimum Insurance Requirements: Every short-term rental property licensed pursuant to this chapter shall continuously maintain liability insurance appropriate to cover the short-term rental use, including any necessary policy endorsements, with a limit of at least \$1 million or only conduct all short-term rental lodging transactions through a platform that provides equal or greater liability insurance coverage to cover the short-term rental use.

Evidence of Insurance: Every applicant shall tender to the City Clerk's Office the certificates of insurance certifying that insurance of the types and in the amounts required by this chapter are in full force and effect at all times.

Renewal: Need to renew yearly.

Questions or other Comments

- Would like a stronger partnership with the IAA and others going into the 2024 legislative session to work to pass application bills.
 - Next year during strategic planning, we should dogear time for addressing this or at least discussing ideas around it.

Community Service Chair: Alyssa Goade-Munch

All I have is around 10 signed up for May 5 trail clean up. I will bring the list, and maybe another announcement? Double check attendance- looks like we're actually over 20! Are funds available for snacks for the event? Yes.

Human food drive- lets tag this on to the membership drive?

Webmaster/Communications: Kat Knowlton

Activity

- Lucky Taco confirmed for Membership Drive
- Flyer for membership drive ready – Social media will be blasted for this event!
- Vendors beings contacted for sponsoring Membership Drive

Questions or other Comments

Will the vendor corner be included after every meeting? Or was April just a once time thing to do something special for vendors?

If you have an upcoming event this Spring/Summer– send Kat some content/descriptions to share on socials and April newsletter.

Meeting adjourned at 8:25am

National Association of Residential Property Managers SW Idaho Chapter

Board of Directors Meeting

Date: Thursday, Sept 8th, 7:30a.m.

Location: Galaxy event center



DISCUSSION/AGENDA

Meeting called to order at 7:39am

In attendance Hana, Andrea, Carly, Heather, Spencer, Cassi, Jim

President:

- Strategic planning in next week- discussion on putting together job descriptions for board positions. Outgoing members need to send Cassi and cc Hana on any/all info by end of business day tomorrow please.

Past President: Jim Sharone

- Nothing to report- would like to note that he's throwing his hat into any position or committee that needs a helping hand to wrap up the year.

Secretary: Heather Eshelby-Goade

- Motion to approve April's meeting minutes- Heather motions, Carly second, carried.

Financial/Treasurer's Report: Carly Florez

- The summer reports (May, June, July, August) need to be approved Carly motions, Heather seconds, carried.
- \$3000 receiving for hosting NW conference.
- Andrea questioned if we have received a reimbursement for the summer social? Will look into these details.
- We need to discuss if the dues are changing for the upcoming year- Invoices need to be sent Nov 1st. Preliminary discussion- costs have not gone up, budget for committee members have stayed under budget, healthy bottom line, but membership has gone down. Hana motions to keep dues the same, Carly seconds, Carried.

Committee Reports

President Elect: Hana Goodrich

- 1. Holiday party - I can plan it just wanted input on what we wanted to do. Input/thoughts? 3-4 volunteers to help, food drive again, Humane Society visitor, Game Night.
- 2. October speaker (Kristan is working on this, but nothing is in place yet) and November speakers (TED talk again, not panel- 4 guests of 10-15 minutes)
- I'm sure these are on other ppl's lists but the two classes. Oct. and Nov. and the final Q4 community service drive - we need a plan/advertising for that.

Communications chair: Kat Knowlton

- nothing to report

Membership: Andrea Mayer

- Successful Summer Social, lots of good feedback- everyone loved it!
- Been keeping up with new sign-ups over the summer, sending out their New Member Mentor emails & most nametags ordered.
Cassi- do we need mentor volunteers? CRM is in place! Andrea- very little feedback from new members, don't think we need formal volunteers.
- Will be writing up a description of duties for my replacement and scheduling a meeting with said person. Still happy to assist where support is needed. No other business to report.

Education: Kristan Hafeman

- The October class is on the 25th at Pioneer Title. Kat has sent this out already. Working with NARPM National to post to their website. Gail Phillips is working on it but is out this week, still touch and go.
- I am working with Gail on seeing if we can get a December class. They will not allow us to have a November class as they need to be scheduled 4 months in advance.
- Need suggestions for October speaker as the one I was hoping for is booked on our meeting date.

Andrea makes the motion to switch October focus from speaker, to mastermind/round table, led by board members, and Ashley would have class/table for vendors. Second by Carly. Carried!

Affiliate: Ashley Van Cleave

- We are full for breakfast sponsors for the rest of the year and all have paid. If we can get the sponsor amounts we are hoping for the Holiday party, I'm sure I can get them filled.
- We just sent out a survey to help us pick a topic for the affiliate education moment in October. Once we've finalized the topic, I'll need volunteers – I'll reach out then.

Legislative: Spencer Henderson

- Important to look at legislative sessions- do we want to react, or do we want to push? Jesse Tree is advocating for having a local representative (many large multifamilies tend not to have local representation)- do we want to be proactive and help spearhead something? This could be a really reasonable issue to throw our hat in- as it would benefit single family managers to have out of state folks hire us. Lots of footwork ahead of time- while various board members have worked with Ali Rabe, it seems as though we need to look at a conservative sponsor for bipartisan support. Strategic would be a good time to discuss this a bit more- and wait for the election is obviously critical.

Community Service Chair: Alyssa Goade-Munch

- Still brainstorming ideas- will have more after strategic planning.

Webmaster:

- nothing to report

Carly motioned by to adjourn, Meeting adjourned at 8:23am

National Association of Residential Property Managers SW Idaho Chapter

Board of Directors Meeting

Date: Thursday, Oct 13th, 7:30a.m.

Location: Galaxy event center



DISCUSSION/AGENDA

Meeting called to order at 735am with quorum being present
In attendance Jim Cassi Kat Andrea, Heather, Spencer

President:

- Wrapping up the year, not a ton to report. Strategic went well, ready to roll in 2023.
- 5 people enrolled in class October.

Past President: Jim Sharone

- Who's going to National? Seems to be that it'll be a good turnout.
- Are we ready/need help with the holiday party?
 1. Menus and committee is in place, should be rolling

Secretary: Heather Eshelby-Goade

- Motion to approve September's meeting minutes- Heather motions, Jim second- carried.

Financial/Treasurer's Report: Carly Florez

- The accounting reports need to be approved- Spencer motions to approve, Kat seconds- carried,

Committee Reports

President Elect: Hana Goodrich

-

Communications chair: Kat Knowlton

- Cash flow analysis class (Oct 25th); one more email blast reminder – how many seats left – full?
- Nov. 10th – Panel Month – Confirm advertising expectations, panel details and bio info for evite – paid advertising?
 1. Structure will be Q&A with a moderator. Jim- we should have a vendor. Cassi- should we do small, med, large company reps? Spencer- what if multi, single, commercial? Sales or Short Term rental side of things?
 2. Suggestions- Jim accepted the Multi-Fam. Vendor- possibly Infinite? Pet Policy. Disaster Response, etc? Need a Single Family rep. Will ask Apex (Cassi will reach out). Need a Sales rep, Spencer will ask Danay Salas. Short Term- Heather will ask a teammate- Matt Osojinicki. Cassi volunteered to moderate.
- Dec. 8th - Advertising for Holiday Party- Proposed: 530-630 cocktail hour, 630 dinner (menu TBD), committee is putting together entertainment or game night- hope to get something with teams. Alyssa has scheduled the Humane Society to bring in a dog, and focus again is the pet food drive.

Membership: Andrea Mayer

-

Education: Kristan Hafeman

•

Affiliate: Ashley Van Cleave

Legislative: Spencer Henderson

•

Community Service Chair: Alyssa Goade-Munch

•

Mastermind format today- 10 minutes per table, per topic- return together at 10:15am

Owner Benefits Package

Eviction Protection Program

Key systems

Inspections

New Client Onboarding

Communications

Horror Story

Vendor Tables- discussing appropriate topics on their standpoints, Ashley has coordinated topics

Spencer motioned by to adjourn, Meeting adjourned at 8:15

National Association of Residential Property Managers SW Idaho Chapter

Board of Directors Meeting
Date: Thursday, Nov 10th, 7:30a.m.
Location: Galaxy event center



DISCUSSION/AGENDA

Meeting called to order at 7:36 am

In attendance Cassi, Jim, Carly, Heather, Kat, Spencer, Hana

President:

- Review questions for the panel today- discussion based on brainstormed list

Past President: Jim Sharone

- Nothing to report.

Secretary: Heather Eshelby-Goade

- Motion to approve October's meeting minutes- Hana motions Cassi seconds, carried.

Financial/Treasurer's Report: Carly Florez

- The financial reports need to be approved-Carly motions to approve, Heather seconds-carried.
- Christmas party- \$750 only approved, requesting increased budget. Can we do something along the lines of budget not to exceed \$4k. Two bar vendors already, this would include Game Night Live, all prizes and decor. Carly motions, Kat seconds, carried.

Committee Reports

President Elect: Hana Goodrich

- Christmas party marketing Cant really think of anything else as we wrap up the year

Communications chair: Kat Knowlton

- I just want to make sure I get the final details for the holiday party to get advertising out for it.

Journey is party chair and will get itinerary, details, etc. (semi-formal) across to Kat by next week.

If anyone has anything they want me to post or share on SM in the meantime, they need to let me know and send me info on it

Membership: Andrea Mayer

- Jackie to fill in for Andrea at this meeting. Membership has nothing to report other than that Andrea is training Jackie on her new position.

Education: Kristan Hafeman

- I would like the help of the board to choose the education classes of 2023. I will pull them up at the meeting. 3/23/2023- hiring and firing, 8/24/2023- Basics of PM

Also would like to talk about the chapter grants and what they are for and why (due in December).

Hand will reach out to Kristen regarding grants.

I have reached out to the Washington Chapter to see if they are using the May class (held at the NW Conference here in Boise) as credit...if not, if we can claim it since we were bumped with our scheduled spring education class.

Hand- will reach out to James to sort out some details, especially regarding the topic of May.

Affiliate: Ashley Van Cleave • Nothing to report

Legislative: Spencer Henderson Elections this week- let's see where this goes! National Legislative Meeting today.

Community Service Chair: Alyssa Goade-Munch • all is set for humane society for Xmas party

Carly motions to adjourn!

2023 Board Members

Current President: Hana Goodrich

President Elect: Spencer Henderson

Past President: Cassandra Swanson

Treasurer: Tim McCleary

Secretary: Miranda Garrett

Social Media: Kat Knowlton

Membership: Jackie Lusk

Affiliate Chair: Landon Cooley

Legislative Chair: Spencer Henderson

Community Service: Alyssa Goade' Munch

Education: Kristen Hafeman

#49

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, November 09, 2022 6:30:18 PM
Last Modified: Wednesday, November 09, 2022 6:37:51 PM
Time Spent: 00:07:32
IP Address: 69.92.135.39

Page 1: Positions with a * are REQUIRED

Q1

Chapter Name

SW Idaho NARPM

Q2

Chapter President*

Hana Goodrich

Q3

President Elect*

Spencer Henderson

Q4

Past President*

Cassandra Swanson

Q5

Vice President (if applicable)

n/a

Q6

Treasurer*

Tim Mcleary

Tim McCleary

Q7

Secretary*

Amanda Buetler

Amanda Beutler

Q8

New Member Mentor* In June 2020, NARPM National adopted the motion that all chapters are required to identify a New Member Mentor for their chapter each year. It is not an elected position, but is a duty that a volunteer member or board member should be completing. The program is in the Chapter Success Guide, starting on page 148.

Cassandra Swanson

Q9

Education Chair

Kristan Hafeman

Q10

Membership Chair

Kat Knowlton

Kat Knowlton

Q11

Legislative Chair

Spencer Henderson

Q12

Other position(s) not listed

Affiliate Chair - Landon Cooley

Communications Chair - Jackie Lusk

Community Service Chair Alyssa Goade- Munch

#76

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, December 23, 2022 10:18:34 AM
Last Modified: Friday, December 23, 2022 10:19:16 AM
Time Spent: 00:00:41
IP Address: 72.196.62.218

Page 1: Positions with a * are REQUIRED

Q1

Chapter Name

Southwest Idaho

Q2

Chapter President*

*

Q3

President Elect*

*

Q4

Past President*

*

Q5

Vice President (if applicable)

*

Q6

Treasurer*

*

Q7

Secretary*

Miranda Garrett with 208 Properties

Q8

New Member Mentor* In June 2020, NARPM National adopted the motion that all chapters are required to identify a New Member Mentor for their chapter each year. It is not an elected position, but is a duty that a volunteer member or board member should be completing. The program is in the Chapter Success Guide, starting on page 148.

*

Q9

Education Chair

*

Q10

Membership Chair

*

Q11

Legislative Chair

*

Q12

Other position(s) not listed

*

Rebecca Woodring

From: Hana Goodrich <hanargoodrich@gmail.com>
Sent: Thursday, December 1, 2022 11:00 AM
To: Rebecca Woodring
Subject: Re: SW Idaho NARPM Chapter

Follow Up Flag: Follow up
Flag Status: Flagged

Kat Knowlton is the Communications Chair
Jackie Lusk is Membership Chair
Landon Cooley and Tom Clements are Affiliate Chairs

Those are the only changes. Let me know if you need anything else!

On Thu, Dec 1, 2022 at 8:56 AM Rebecca Woodring <rwoodring@managegroup.com> wrote:

Thanks Hana. Amanda's last name was spelled wrong on the submission as Buetler instead of Beutler.

We'd love to make sure all committee chairs and co-chairs/vice-chairs are included with their positions for the new year. See attached and email me any additional updates/changes for 2023.

Thanks for taking care of this and all you do for the Chapter!



Rebecca Woodring, CAE

DEPUTY EXECUTIVE DIRECTOR | rwoodring@narpm.org

National Association of Residential Property Managers

1403 Greenbrier Parkway, Suite 150, Chesapeake, VA 23320 | P 800-782-3452 | M 757-287-6001 | www.narpm.org

Legislative Office | 10 G Street NE, Suite 600, Washington, DC 20002 | P: 202-289-5947

[Join the Conversation in the NARPM Community today!](#)

Rebecca Woodring

From: Hana Goodrich <hanargoodrich@gmail.com>
Sent: Tuesday, March 14, 2023 5:01 PM
To: Rebecca Woodring
Cc: NARPM RP1
Subject: Re: NARPM 2023 Chapter Compliance Southwest Idaho Chapter - Need Additional Info
Attachments: NARPM Budget - 2023.pdf; Meeting Agenda April Board meeting.docx.pdf; Meeting Agenda MARCH Board meeting.docx.pdf; SW NARPM board meeting agenda_notes Sept 2022 (1).pdf; SW NARPM board meeting agenda_notes OCT 2022.pdf; Narpm 2023 Board Election Results.pdf

Follow Up Flag: Follow up

Flag Status: Flagged

Attached is 2023 budget.

Attached are board meeting notes from March, April, September, and October. We held 8 meetings total but I cant get the other months right now...

Yes Jackie Lusk is Jacklin Henderson. She got married but still goes by her maiden name Jackie Lusk because she works with her husband. She should be Jackie Lusk under NARPM Nationals I assume.

Attached is the election results from the survey.

That should be everything. I am sending this all to you because I uploaded most of this to the portal several times, and it obviously didnt take!

Thanks,
Hana

On Fri, Mar 10, 2023 at 3:26 PM Hana Goodrich <hanargoodrich@gmail.com> wrote:

I will do this Monday. I had A LOT of trouble with the form for some reason. Every time I would save the draft it would delete all my attachments. I literally had to do it 5 times and was very frustrated by the end.

I have all the stuff, just need to make sure it takes my uploads.

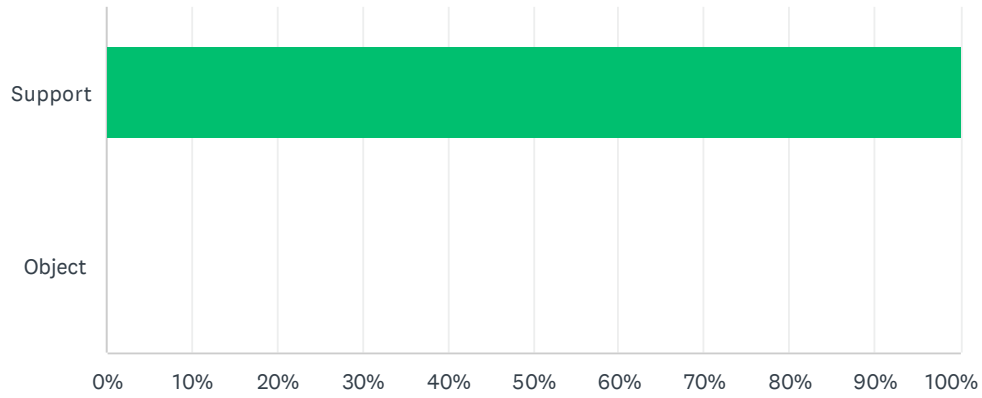
Thanks,
H

On Fri, Mar 10, 2023 at 10:48 AM Rebecca Woodring <rwoodring@managegroup.com> wrote:

Thank you Hana for submitting the 2023 Chapter Compliance documents on behalf of the Southwest Idaho Chapter. I've changed your application status back to draft so you can upload additional documents. Here are my notes:

Q1 President: Hana Goodrich

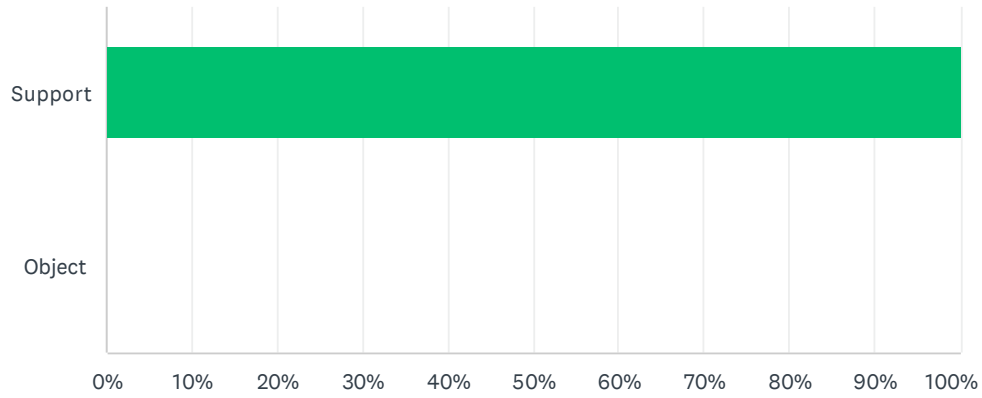
Answered: 19 Skipped: 0



ANSWER CHOICES	RESPONSES	
Support	100.00%	19
Object	0.00%	0
TOTAL		19

Q2 President-elect: Spencer Henderson

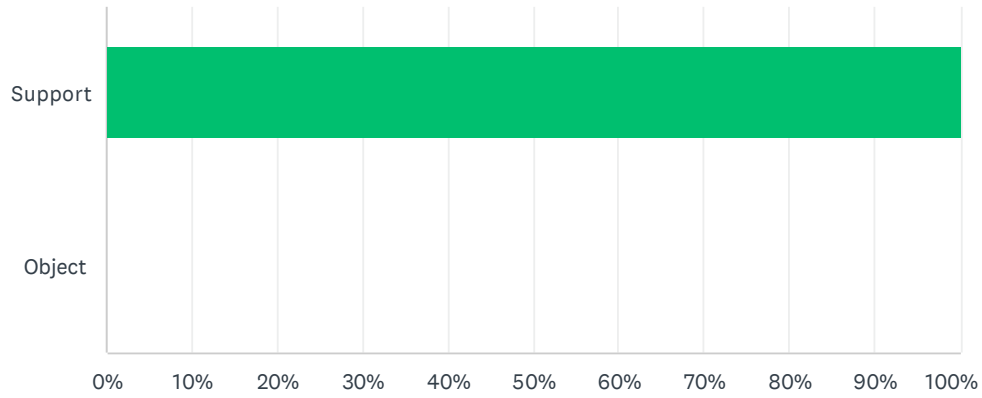
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q3 Chapter Treasurer: Tim McCleary

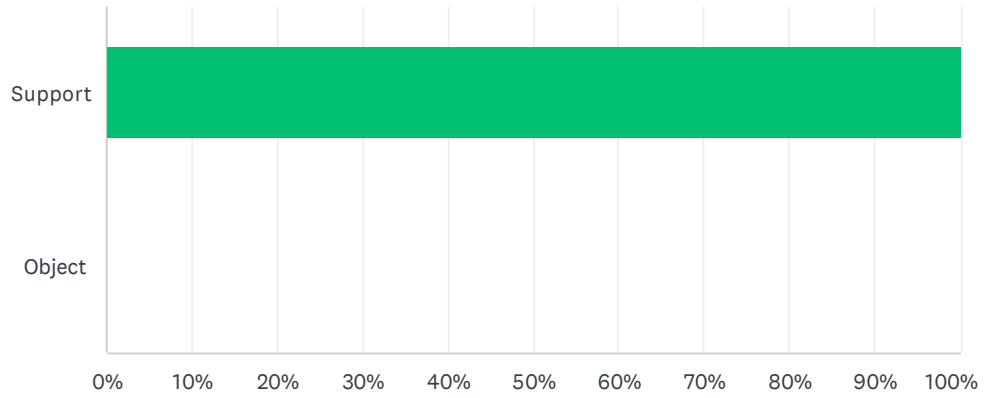
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q4 Chapter Secretary: Amanda Beutler

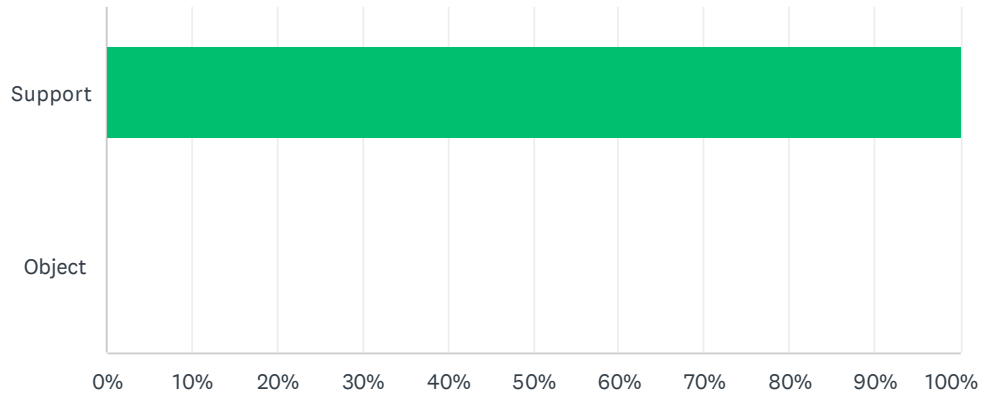
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q5 Membership Chair: Kat Knowlton

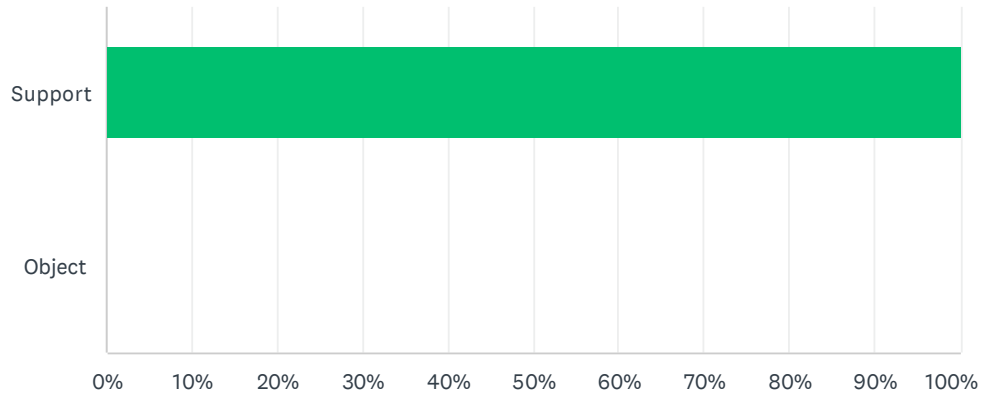
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q6 Education Chair: Kristan Hafeman

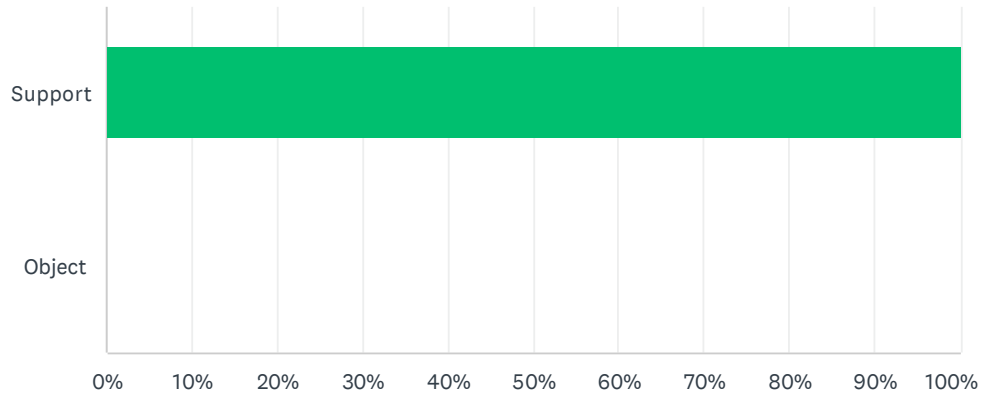
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q7 Legislative Chair: Spencer Henderson

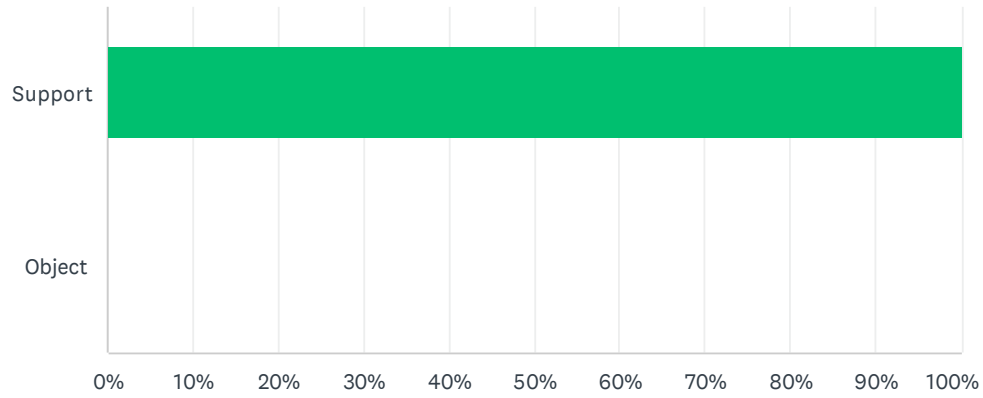
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q8 Affiliate Chair: Landon Cooley

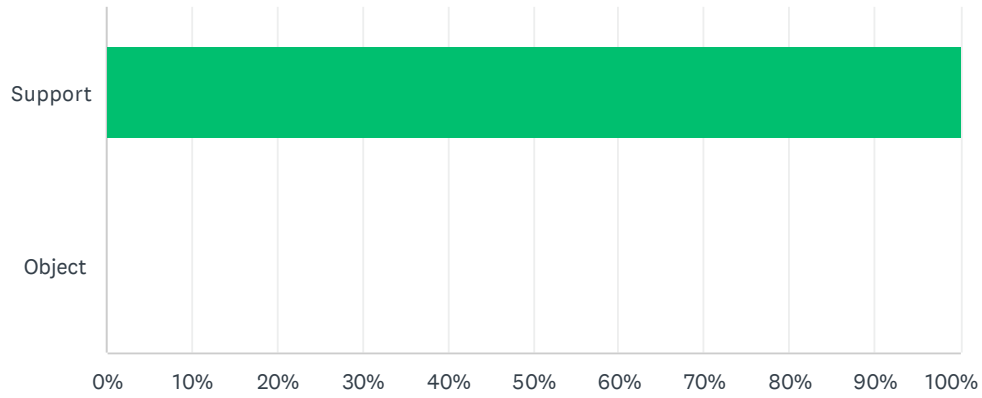
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q9 Communications Chair: Jackie Lusk

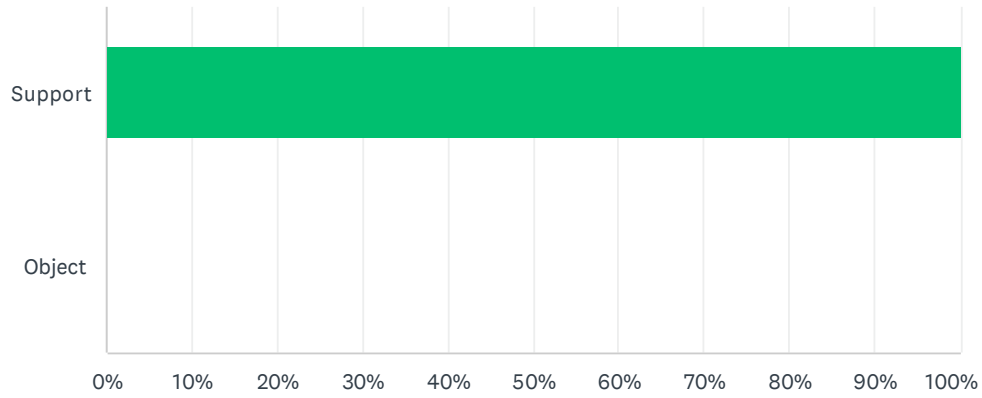
Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18

Q10 Community Service Chair: Alyssa Goade-Munch

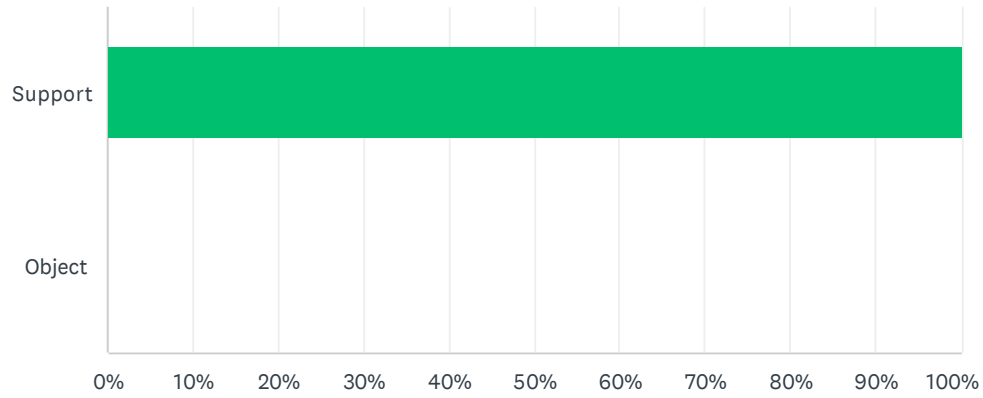
Answered: 17 Skipped: 2



ANSWER CHOICES	RESPONSES	
Support	100.00%	17
Object	0.00%	0
TOTAL		17

Q11 Past President: Cassandra Swanson

Answered: 18 Skipped: 1



ANSWER CHOICES	RESPONSES	
Support	100.00%	18
Object	0.00%	0
TOTAL		18