



Region 2 Spring Forum 2021

Date: April 2, 2021

Time: 8:00 a.m. – 5:00 p.m.

Place: New Orleans, LA

Our Purpose: *We improve people's quality of life through infrastructure development.*

Mission: *We empower professionals by elevating ethics, learning and a standard of excellence within the global infrastructure real estate community.*

Core Values:

- **Integrity:** *We are role models who embody the highest standard of ethical practice.*
- **Excellence:** *We constantly improve our products, our services and ourselves.*
- **Flexibility:** *We embrace our continually changing environment to adapt to the needs of our stakeholders.*
- **Collaboration:** *We engage our members, partners and other stakeholders to build a shared body of knowledge and experience.*
- **Leadership:** *We shape our future through courage, clarity and transparency.*

Joint Forum:

1) Call to Order

2) Housekeeping and Forum Events Review

3) Roll Call & Introduction of Guest & First-time Attendees

- a. Region 2 – Maggie Schedler, SR/WA
- b. Region 6 – Anthony Alderman, SR/WA

4) Purpose Activity.....Kristen Bennett

Background: Each IRWA meeting starts with a discussion on the IRWA Purpose and how it relates to the work IRWA members do every day.

Action: Discuss IRWA Purpose and how it impacts your career and clients.

5) International Governing Council Update.....Wade Brown (R6) & Denise Skinner (R2)

Support Material: CEO Update 2.26.21

Background: IGC met February 26 & 27, 2021.

Review items discussed at February IGC Meeting; Review votes taken during the IGC meeting; Chase Bank status; Conditional Chapter 88; IPEC update (Kristen Bennett); Diversity Task Force (Matt Harris); Bulk Pricing; Strategic Plan 2022-2024; CEO update on HQ operations (Charlie Nobles).

6) Fiscal Year End Chapter Leadership Transition PlanningWade Brown & Denise Skinner

Support Material: 2021 Outgoing Chapter Leaders Checklist

Background: The new fiscal year that begins each July 1st gives us the opportunity to ensure that all Chapter and Regional officers understand the roles they will be taking on July 1st. At all Spring Forums, we will spend some time familiarizing the outgoing Chapter leadership with their responsibilities prior to handing over the reins and discussing what to provide to the incoming leadership.

Action: Review fiscal year-end 2020-21 tax filing requirements. Review all required financial uploads for the year as well as board agendas and minutes. Ensure that incoming officers have reviewed and understand their role descriptions, duties and commitments.

7) Field Operations Update.....Tim Drennan

Support Material: Field Operations IGC Presentation 2.26.21

Background: Field Operations continues to provide guidance and support to Chapters and Regions. Staff are managing the Gap Program, the Chapter Incentive Program (ChIP), fielding questions about virtual elections, assisting with the presentation of virtual courses, working on the proposed formation of the new Pittsburg Chapter as well as a proposed merger of two Canadian Chapters.

Action: The Field Operations team will provide an update and respond to any questions.

8) 2021-2022 Chapter Incentive Program (ChIP).....Tim Drennan

Support Material: Chapter Incentive Program (see slide 6 of Field Operations IGC Presentation 2.26.21)

Background: Due to cancellation of the 2020 Conference, some Chapters have outstanding incentives.

Action: Highlight the incentive components and inform Chapters of any outstanding incentives (conference registrations/memberships).

9) 2021-2022 Draft Budget Presentation and Finance Committee Update.....David Bell
Support Material: 2021-2022 Budget

Background: A balanced budget draft has been developed by the Finance Committee.

Action: Present budget draft for review and feedback prior to presentation at the June Board of Directors meeting.

Reminder: All Board of Director information can be found under the Leadership Resources > International > Board of Directors section of the IRWA webpage.

10) Region Vice Chair Update.....Erin Newberry (R2)/Matt Harris (R6)

Background: Region Vice Chairs meeting monthly.

Action: Review topics discussed and outcome from the monthly Region Vice Chair meetings.

11) IEC Candidate.....Wade Brown

Background: We have one confirmed candidate (Denise Skinner, SR/WA) and one candidate running from the floor (Virginia Anderson, SR/WA) standing for election to the International Executive Committee at the June Board of Directors Meeting.

Action: Allow for the candidates to speak.

12) International Conference Update.....Matt McGee/Georgia Snodgrass

Background: Headquarters staff are working diligently in collaborating with the International Conference Planning Committee and Host Chapter 39 to prepare for IRWA's 67th Annual International Conference, held both virtually and in San Antonio.

Action: Review COVID-19 protocol and attendance options (in person or virtual).

13) Education Foundation Report(s).....Matt McGee

Background: The RWIEF and CRWEF are IRWA's valued partners in our pursuit of education excellence, providing the financial funding for our education courses, professional development programs, scholarships and awards — all of which benefit our members.

Action: Provide an update on the Foundations' current sponsorships and the conference's Monday Night Event.

14) YP Report from YPG Region Rep.....Callie Howard (R2)/Jon Kriner (R6)

15) Chapter Reports

Action: Chapters to provide reports on current status of their Chapters.

16) Region Professional of the Year AwardWade Brown (R6)/Denise Skinner (R2)

17) Chapter Elections — Electronic Exception.....Jenni Kriner
Support Material: Chapter Election Process (virtual election process document to come.)

Background: Each spring, Chapters and Regions hold officer elections. Elected officers begin their term on July 1.

Action: Review a PowerPoint presentation on the specifics of holding a proper election as well as the support documentation of that election.

18) Upcoming Meetings

Support Material: IRWA Meeting Calendar Online

Background: Time to identify 2021 Fall Forum date and location.

Action: Identify Fall Forum date and location.

19) Adjourn Joint Session

- a. Regions will reconvene in individual sessions for approval of minutes and Region elections

Region 2 Spring Forum

1) Approval of the 2020 Region Fall Forum Minutes & Treasurer Report...Maggie Schedler
Support Material: Region Fall Forum Meeting Minutes and Treasurer Report.

2) Election of Region Officers.....Jenni Kriner
Support Material: Region Election Script

Background: Each year, the Region presents Region officers to the Board of Directors who are elected at the Board of Directors meeting during the annual conference.

Action: Present candidates for the 2020-2021 fiscal year for election by Region and Chapter leadership.

Region 2 Proposed Slate:

Region Chair (Nomination to BoD): Erin Newberry, SR/WA
Region Vice Chair (Nomination to BoD): Maggie Schedler, SR/WA
Region Secretary/Treasurer Candidates: Marcus Boyd, SR/WA
Matt Eckmann, SR/WA

Region 6 Proposed Slate:

Region Chair (Nomination to BoD): Matt Harris, SR/WA
Region Vice Chair (Nomination to BoD): Anthony Alderman, SR/WA
Region Secretary/Treasurer Candidate: Pamela Taylor, SR/WA

3) Upcoming Meetings.....Erin Newberry

Background: Time to identify 2021 Fall Forum date and location.

Action:

- a. A&M 2021 – August
 - i. Theme
 - ii. Status (as of March 2021)
- b. Spring Forum 2022 – Little Rock, AR (Chapter 51 Host)
- c. Spring Chapter 2023