



**Region 2 Caucus 2022**

**Date:** Sunday, June 5<sup>th</sup>, 2022 at 4:00pm  
**Location:** Huntington Convention Center  
300 Lakeside Ave E  
Room 26B  
Cleveland, OH 44113

**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.*

- 1) **Call to Order**.....Erin Newberry, SR/WA, CFM
- 2) **Chapter Roll Call & Voting Delegates Confirmation**.....Marcus Boyd, SR/WA
- 3) **Introduction of International Officers**.....Erin Newberry, SR/WA
- 4) **Approve 2022 Spring Forum Minutes**.....Marcus Boyd, SR/WA
- 5) **Region 2 Financial Report**.....Marcus Boyd, SR/WA
- 6) **Donation to the Education Foundation**.....Maggie Schedler, SR/WA
  - a. RWIEF
  - b. CRWEF
- 7) **IEC Candidate Presentation**.....Erin Newberry, SR/WA
  - o Patrick McAllister, SR/WA, R5
- 8) **Conference Happenings**.....Erin Newberry, SR/WA
  - o R2 Presenters/Presentations to Attend
    - o Leadership Competencies for IRWA, June 6<sup>th</sup>, 2022 @ 8:30am, Room 21
    - o Move Planners: The Good, The Bad and The Ugly, June 6<sup>th</sup>, 2022 @ 1:30pm, Room 21
    - o Infrastructure Junkies! The Elephant in the Room, June 6<sup>th</sup>, 2022 @ 3:00pm, Room 15
    - o The Texas Land Rush – Appraising Right of Way in a Hyper-Dynamic Market, June 6<sup>th</sup>, 2022 @ 3:30pm, Room 23
    - o Right of Way Liberation Process in Mexico, June 7<sup>th</sup>, 2022 @ 9:30am, Room 20

- Play *Straight Down the Middle* at the 2022 Rock n Roll Classic Golf Tournament, Tuesday, June 7<sup>th</sup>, 2022
- *Run to the Hills* at the Finnegan Fun Run June 8<sup>th</sup>, 2022 @ 7:00am
- Get *Snake Lake Blues* on a day trip to Cedar Point on Thursday, June 9<sup>th</sup>, 2022
- *Turn on the Night Events!*
  - Gamble like your *Losin' in Las Vegas* at the YP Hosted Casino Night at the Hope Ballroom at the Hilton, June 4<sup>th</sup>, 2022
  - *Rock & Roll All Nite* at the Monday Night Event, June 6<sup>th</sup>, 2022
  - *Take Me Out to the Ballgame* to Support CRWEF, June 7<sup>th</sup> 2022 @ 6:00pm, Cleveland Progressive Field, Cleveland vs Texas Rangers

**9) Region 2 Fall Forum Education Refresher Update.....Erin Newberry, SR/WA**

- Registration on [www.irwaregion2.org](http://www.irwaregion2.org)
- August 10-12, 2022
- Chapter Donations
- Golf Tournament – August 10, 2022
- Course Offering – C431 – August 10, 2022
- Education Symposium – August 11, 2022
- Region 2 Fall Forum – August 12, 2022
- Region 2 Education Committee Meeting – August 12, 2022
- Forum De-Brief (Chapter Presidents and Vice Presidents Only) – August 12, 2022

**10)Region 2 Annual Awards.....Maggie Schedler, SR/WA**

- Nomination Forms posted on [www.irwaregion2.org](http://www.irwaregion2.org)
- **DEADLINE EXTENDED: July 1, 2022**

**11)2023 Spring Forum & Symposium.....Maggie Schedler, SR/WA**

- 2023 – Hilton Head, SC (Joint Forum w/R6, Transportation Symposium)

**12)International Governing Council Update.....Erin Newberry, SR/WA**

- International Board of Director’s Meeting Agenda attached
  - Ratification of Actions attached
  - Financial Committee Report Update
  - Proposed 2022 – 2023 Budget (attached)
  - Executive Director Resolution (attached)

**13)Board of Director’s Meeting.....Matt Eckmann, SR/WA**

- Check in with INEC and sign the delegate book NLT Monday, June 6<sup>th</sup>, 2022
- Check in Wednesday, June 8<sup>th</sup>, 2022, Grand Ballroom Foyer at Huntington Convention Center, 12:30pm – 1:15pm
- Board of Directors Meeting, Wednesday, June 8<sup>th</sup>, 2022, Grand Ballroom BC at Huntington Convention Center, 1:30pm – 4:00pm
- All Chapter and Region Directors must attend the entire meeting

**14)Adjourn until Region 2 Education Refresher Seminar at A&M!**

- August 10 – 12, 2022

IRWA R2 2022 CAUCUS

CHAPTER	POSITION	CURRENT DIRECTOR	ATTENDING	ALTERNATE	SUBSTITUTE FORM SUBMITTED	NOTES
Chapter 8						
	Pres/Director 1 Yr	Kasy Baldauf	√			
	Director 2 Yr	Brandon Hodge	√			
Chapter 33						
	President	Tyler Maune				
	Director 1 Yr	Stevanna Winningham		Lacie Jones	√	Letter submitted 5/10/2022
	Director 2 Yr	Gretchin Fisher				
Chapter 36						
	President	Sarah Riebe	√			
	Director 1 Yr	Lora Gunter	√			
	Director 2 Yr	Dalton Vann	√			
Chapter 39						
	Pres/Director 1 Yr	Kyle Schroeder	√			
	Director 2 Yr	Mario Caro	√			
Chapter 43						
	President	Greg Spicer				
	Director 1 Yr	Evan Himel				
	Director 2 Yr	Bill Smith				
Chapter 51						
	Director 1 Yr	James Braden				
	Pres/Director 2 Yr	Nate Williams				
Chapter 74						
	President	Barbara Price				
	Director 1 Yr	Alex Gale	√			
	Director 2 Yr	Tara O'Neal	Resigned	Richard Scholtz	√	
Chapter 85						
	Director 1 Yr					
	Director 2 Yr					

# Region 2

## Balance Sheet

As of May 6, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1001 Checking - BB&T	21,058.01
<b>Total Bank Accounts</b>	<b>\$21,058.01</b>
<b>Total Current Assets</b>	<b>\$21,058.01</b>
<b>TOTAL ASSETS</b>	<b>\$21,058.01</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2400 Other Current Liabilities	0.00
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$0.00</b>
Equity	
3500 Retained Earnings	22,822.08
Opening Balance Equity	0.00
Net Income	-1,764.07
<b>Total Equity</b>	<b>\$21,058.01</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$21,058.01</b>

# Region 2

## Profit and Loss

July 1, 2021 - May 6, 2022

	TOTAL
Income	
4020 Interest & Dividend Income	2.08
4047 Sponsorship Income	9,000.00
4670 Other Income	0.00
4804 804-Skills of Expert Testimony	138.00
9750 Other Conventions & Meetings	76,575.00
<b>Total Income</b>	<b>\$85,715.08</b>
GROSS PROFIT	<b>\$85,715.08</b>
Expenses	
5012 Course Expenses - Misc.	401.84
504 CONTRIBUTIONS, GRANTS, ETC PAID	
8004 Contribution - Other	3,500.00
<b>Total 504 CONTRIBUTIONS, GRANTS, ETC PAID</b>	<b>3,500.00</b>
5804 804 -Skills of Expert Testimony	2,808.00
60 SEMINARS & CONFERENCES EXPENSES	
5075 Region Spring Forum Expense	204.95
5080 Region Fall Forum Expense	1,077.90
6500 Other Conventions and Meetings Expense	74,287.81
<b>Total 60 SEMINARS &amp; CONFERENCES EXPENSES</b>	<b>75,570.66</b>
80 General and Administration Expenses	
7100 Bank Charges & Credit Card Fees	183.26
7300 Travel Expenses	820.44
7990 Website Expense	4,194.95
<b>Total 80 General and Administration Expenses</b>	<b>5,198.65</b>
<b>Total Expenses</b>	<b>\$87,479.15</b>
NET OPERATING INCOME	<b>\$ -1,764.07</b>
NET INCOME	<b>\$ -1,764.07</b>

# PATRICK MCCALLISTER, SR/WA

for *IRWA International Secretary*

## LOOKING TOWARD THE FUTURE, WE MUST...

- *Create relationships with other infrastructure organizations to increase the brand awareness of the IRWA.*
- *Work to establish the SR/WA as the recognized premier designation in the R/W industry.*
- *Draw young people into this industry and the IRWA.*
- *Increase the reach of the association through social media.*

### PATRICK'S IRWA RESUME

- 2022 INTERNATIONAL MARKETING & MEMBERSHIP COMMITTEE CHAIR
- 2021/2022 INTERNATIONAL TRANSPORTATION COMMITTEE SECRETARY
- 2020-2022 REGION 5 SECRETARY/TREASURER
- 2020 REGION 5 PROFESSIONAL OF THE YEAR
- 2018/2019 CHAPTER 10 PRESIDENT
- 2018 CHAPTER 10 PROFESSIONAL OF THE YEAR





**International Board of Directors Meeting  
June 8, 2022, 1:30-5:00 p.m. PDT  
Cleveland, OH**

**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.*

**Welcome and Call to Order..... IEC President, Jake Farrell, SR/WA**

**1. Roll Call..... IEC Secretary, Denise Skinner, SR/WA**

- Approval of Replacement Directors
- Qualification of Directors and determination of a quorum

**2. Approval of Minutes ..... IEC Secretary, Denise Skinner, SR/WA**

- Approval of minutes from the June 9, 2021 Board of Director's meeting

**3. Ratification of Actions..... IEC Secretary, Denise Skinner, SR/WA**

- Ratification of actions of the International Executive Committee (IEC) and International Governing Council (IGC) since June 9, 2021 Board of Directors Meeting

**4. Financial Committee Report Update.....IEC Treasurer, Fred Easton, SR/WA**

- Fiscal Year 2020-2021 Audit Report
- 2021-2022 Financial Report
- Projections for balance of Fiscal Year 2021-2022

**5. Proposed 2022-2023 Budget .....IEC Treasurer, Fred Easton, SR/WA**

- Presentation of 2022-2023 Budget for approval by the Board of Directors

**6. Right of Way International Education Foundation.....**

**RWIEF President, Carol Croft, SR/WA**

- Foundation Update
- Approval of the 2022-2023 RWIEF Board of Trustees

- 7. Canadian Right of Way Education Foundation ...CRWEF President, Nancy Sinclair, SR/WA**
  - Foundation Update
  - Introduction of the 2022-2023 RWIEF Board of Trustees
  
- 8. Executive Director Resolution ..... General Counsel, David Arnold, Esq**
  - Presentation and adoption of resolution regarding changing the Bylaws from CEO to Executive Director
  
- 9. Election of International Executive Committee (IEC) Officers.....**  
**INEC Chair, Jenni Kriner, SR/WA**
  - Nomination, Election and Appointment of 2022-2023 IEC Officers
  
- 10.Election of Region Officers ..... INEC Chair, Jenni Kriner, SR/WA**
  - Election of 2022-2023 Region Officers
  
- 11.Installation of Officers.....Past International President, TBD**
  - Administration of the Oath of Office
  
- 12.Leadership Appointments .....International President Elect**
  - Appointment of 2022-2023 International Committee Chairs and International Service Committee Vice Chairs and Members
  
- 13.Acceptance of Office.....2022-2023 International President**
  - Acceptance of Office for the 2022-2023 International President
  
- 14.New Business..... 2022-2023 International President**
  
- 15.Next Meeting Date and Adjourn..... 2022-2023 International President**
  - Next scheduled Board of Directors Meeting: June 28, 2023, Denver, CO

2021-2022 Summary of Actions  
International Executive Committee/International Governing Council

Date	Location	Motion	Moved/Seconded	Result
6/17/2021	IEC	TEAMS	Motion to approve minutes from June 1 and June 4, 2021 IEC meetings	Farrell/Easton Motion Approved (4-0; 1 abstention)
6/17/2021	IEC	TEAMS	Motion to approve LOA and Approval process presented by Treasurer Easton.	Jones/Easton Motion Approved (4-0)
6/24/2021	IEC	TEAMS	Motion to approve minutes from June 10 and June 17, 2021 IEC meetings and June 10, 2021 Executive Session minutes	Olschewski/Easton Motion Approved (5-0)
7/1/2021	IEC	TEAMS	Motion to approve minutes from June 24, 2021 IEC meeting and June 24, Executive Session minutes	Olschewski/Farrell Motion Approved (5-0)
7/8/2021	IEC	TEAMS	Motion to approve minutes from July 1, 2021 IEC meeting	Farrell/Olschewski Motion Approved (5-0)
7/8/2021	IEC	TEAMS	Motion for approval to send Tim Drennan to APWA conference at a NTE cost of \$2,500 investigate the potential opportunities and report back to IEC if this would be a valuable IRWA event for future IRWA presence; amended to a NTE amount of \$3,000.00	Farrell/Easton Motion Approved (5-0)
7/20/2021	IGC	Blue Jeans	Motion to approve the proposed new membership drive as presented by Tim Drennan effective starting July 26, 2021	Farrell/Jones Motion Approved (13-0)
7/29/2021	IEC	TEAMS	Motion to approve minutes from July 8 and July 15, 2021 IEC meeting minutes and Executive Session minutes from July 1, July 8 and July 15, 2021	Jones/Olschewski Motion Approved (5-0)
7/29/2021	IEC	TEAMS	Motion to allow Tim Drennan to provide Oregon DOT with pricing proposal and negotiate with ODOT regarding bulk education quote	Olschewski/Easton Motion Approved (5-0)
8/5/2021	IEC	TEAMS	Motion to approve the minutes from the July 29, 2021 IEC meeting as amended	Farrell/Jones Motion Approved (4-0)
8/5/2021	IEC	TEAMS	Motion to approve the 2-Year Blue Jeans Enterprise Plus plan for use by the IRWA	Farrell/Easton Motion Approved (4-0)
8/14/2021	IEC	Long Beach, CA	Motion to designate Long Beach, CA as the venue as the host location for the 2024 IRWA Education Conference and direct staff to negotiate with the Long Beach CVB pursuant with the terms of the RFP	Farrell/Olschewski Motion Approved (5-0)
8/14/2021	IEC	Long Beach, CA	Whereas the Association By-laws allow that the President, with the concurrence of the IEC, may create committees and that there are several groups operating as committees without there having been a motion by the IEC, it is therefore moved to ratify the following committees: 1) International Membership and Marketing Committee; 2) International Strategic Planning Committee; and 3) International Real Estate Law Committee.	Easton/Olschewski Motion Approved (4-1)
8/14/2021	IEC	Long Beach, CA	Motion to establish the following Strategic objectives on behalf of the IRWA: Strategic Objectives: MEMBERSHIP OBJECTIVE: Net 3% Annual Membership Growth; EDUCATION OBJECTIVE: 5% Annual Course Attendance Growth; CREDENTIALING OBJECTIVE: The number of credentialed members will increase every year; NETWORKING OBJECTIVE: Growth in networking opportunities provided at the Chapter, Region & International levels for infrastructure professionals; LEADERSHIP OBJECTIVE: Increased Chapter leadership engagement and support. (Measured by comparative annual surveys taken between fall and spring forums); MEMBER VALUE OBJECTIVE: Increased member engagement and membership value. (Measured by comparative annual surveys)	Olschewski/Easton Motion Approved (5-0)
8/16/2021	IEC	Gardena, CA	Motion that the IEC deny the request in letter dated July 30, 2021 from JoAnn Kishi for he extension of her 2017 SR/WA recertification	Olschewski/Jones Motion Approved (5-0)
8/24/2021	IGC	Blue Jeans	Motion to approve minutes from June 10 and July 20, 2021 IGC calls	R1 Flanagan/R2 Newberry Motion Approved (14-0)
8/24/2021	IGC	Blue Jeans	Motion to approve Course Re-write Policy as presented by IPEC	R7 Whelpley/R3 McCracken Motion Approved (13-1)
8/26/2021	IEC	TEAMS	Motion to approve the minutes from August 5, 2021 IEC regular session as corrected	Olschewski/Farrell Motion Approved (5-0)
9/9/2021	IEC	TEAMS	Motion to approve the minutes from August 14, 16, 19 and 26, 2021 IEC regular session as corrected and the minutes from August 5, 4, 14, 16, 19, 2021 IEC Executive Session meetings	Jones/ Olschewski Motion Approved (5-0)
9/9/2021	IEC	TEAMS	Motion to clarify the language in the Conference Sponsorship Policy to be the "last sponsor" for a specific sponsorship opportunity	Olschewski/Easton Motion approved (3-2-0)
9/9/2021	IEC	TEAMS	Motion to approve questions to IGC for IRWA website video as presented by Staff	Skinner/Farrell Motion approved (5-0-0)
9/16/2021	IEC	TEAMS	Motion to approve the minutes from the September 2 and 9, 2021 IEC regular session	Farrell/Jones Motion Approved (4-0-1)
9/25/2021	IGC	San Diego, CA and Blue Jeans	Motion to approve minutes from August 24, 2021 IGC call, as corrected by R7 Whelpley	Jones/R2 Newberry Motion Approved (14-0)
9/25/2021	IGC	San Diego, CA and Blue Jeans	Motion to accept the recommendations from the Investment Committee to transitioning the IRWA investment portfolio from the current 20% equity (stocks)/80% fixed-income to a 40% equity (stocks)/60% fixed-income	Easton/R4 Roma Motion Approved (14-0)
9/25/2021	IGC	San Diego, CA and Blue Jeans	for the Association to buy five (5) more Owls with cases for use by the Regions at Forums	R2 Newberry/Oschewski Motion Approved (11-3)
9/25/2021	IGC	San Diego, CA and Blue Jeans	Motion to end the Pending Member program and instead inform Membership Chairs there is a new member and provide them an opportunity to object to the membership by the next Chapter meeting	Easton/Jones Motion Approved (12-3)
9/25/2021	IGC	San Diego, CA and Blue Jeans	Motion to Amend the motion: to change "...by next Chapter meeting..." to "...30 calendar days from receipt of application by HQ..."	R10 Godwin/R3McCracken Motion Approved (12-3)

2021-2022 Summary of Actions  
International Executive Committee/International Governing Council


Date	Location	Motion	Moved/Seconded	Result
9/25/2021	IGC San Diego, CA and Blue Jeans	Amended Motion: Move to end the Pending Member program and instead inform Membership Chairs there is a new member and provide them an opportunity to object to the membership within 30 calendar days of receipt of the application by HQ.	Easton/Jones	Motion Approved (13-2)
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion for IRWA to provide funding for the five (5) incoming Region Vice Chairs to attend conference to be sworn in and an additional \$2,500/Region for travel to Forums by Vice Chairs and Secretaries.	R7Whelpley/R6Harris	Motion Approved (12-2)
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion by President Elect Olschewski: To approve the recommendation from Staff to extend the membership Drive event throughout the year to allow more Chapters to participate.	Olschewski/R7Whelpley	Motion Approved - Unanimous
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion to modify the course registration form to add option to receive course materials in hard copy form for an additional fee, otherwise to be delivered electronically; Additional fee to be determined and materials to be printed in color as appropriate)	Skinner/Easton	Motion Approved - Unanimous
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion by President Elect Olschewski: Create a Task Force to revise the Policies and Procedures manual regarding the dissolution of a Chapter to consist of the R2 Chair, R4 Chair, R10 Chair, Secretary Skinner and Advisory Council Liaison Pat Petitto and an ad hoc individual to be selected by the International President.	Olschewski/R10 Godwin	
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion to Amend the motion to state that the ad hoc appointee should be an individual having knowledge of the background regarding how the International Chapters were formed	R2 Newberry/R7 Whelpley	Motion Approved - Unanimous
9/25/2021	IGC San Diego, CA and Blue Jeans	Motion to Amend the motion to include the Region 6 Chair	Jones/R2 Newberry	Motion Approved - Unanimous
9/25/2021	IGC San Diego, CA and Blue Jeans	Amended Motion: Move to create a Task Force to revise the Policies and Procedures manual regarding the dissolution of a Chapter to consist of the R2 Chair, R4 Chair, R6 Chair, R10 Chair, Secretary Skinner and Advisory Council Liaison Pat Petitto and an ad hoc individual to be selected by the International President, with the ad hoc appointee having knowledge of the background on the International Chapters were formed	R2 Newberry/R7 Whelpley	Motion Approved - Unanimous
9/30/2021	IEC TEAMS	Motion to accept President Farrell's recommendation to promote Tim Drennan as Executive Director and Interim CEO in accordance with the ByLaws of the Association	Jones/Easton	Motion Approved (4-0-1)
9/30/2021	IEC E-mail	Motion to promote Jade Meador, CMP to Deputy Executive Director and Director of Events and Communications, effective October 1, 2021	Jones/Skinner	Motion Approved (4-0-1)
10/7/2021	IEC TEAMS	Motion to approve the contract as presented for a webinar series to be created for Duke Energy	Jones/Easton	Motion Approved (4-0-1)
10/19/2021	IGC BlueJeans	Motion to approve the September 24 and September 25, 2021 minutes as distributed	Jones/R10 Godwin	Motion Approved - Unanimous
10/19/2021	IGC BlueJeans	Motion to approve the draft Audit as presented by CFO Mazarei	Easton/R8 Hardy	Motion Approved - Unanimous
10/19/2021	IGC BlueJeans	Motion to approve the Finance Committee recommendations for hard copy materials if requested by course participants to be implemented beginning July 1, 2022	R2Newberry/R1 Flanagan	Motion Approved (12-2-0)
10/21/2021	IEC TEAMS	Motion to approve IEC Regular Session minutes from October 14, 2021, as corrected; October 7, 2021, as corrected; September 21, 2021, as distributed; September 30, 2021 Summary of Electronic Vote as distributed; September 16, 2021 as corrected, and IEC Executive Session minutes from October 7, 2021 as distributed; September 30, 2021, as corrected; September 16, 2021 as corrected; September 9, 2021 as corrected	Olschewski/Jones	Motion Approved (5-0-0)
10/28/2021	IEC TEAMS	Motion to display all of the flags of countries part of the IRWA, but play the anthem for the country the Conference is being held	Farrell/Skinner	Motion Approved (3-0-2)
10/28/2021	IEC TEAMS	To rescind previous motion regarding flags and national anthem	Farrell/Jones	Motion Approved (4-0-1)
11/16/2021	IGC BlueJeans	Motion to approve the October 19, 2021 minutes as distributed	Jones/R2 Newberry	Motion Approved - Unanimous
11/16/2021	IGC BlueJeans	Motion to approve the Credit Card Policy as recommended by the Finance Committee	R10 Godwin/R6 Harris	Motion Approved - Unanimous
11/16/2021	IGC BlueJeans	Motion to accept the recommendation from the Finance Committee regarding the transfer of funds from cash to investment accounts	R3 McCracken/R10 Godwin	Motion Approved (13-1-0)
11/18/2021	IEC TEAMS	Motion for the IEC not allow an invocation at IRWA International meetings until such time as the IEC has drafted a policy and an invitation letter for any such invocation speakers	Easton/Olschewski	Motion Approved (3-1-0)
11/18/2021	IEC TEAMS	Motion that the host nation's anthem may be played at the IRWA Annual Education Conference Opening Ceremonies	Farrell/Easton	Motion Approved (4-0-0)
12/9/2021	IEC TEAMS	Motion to approve the IEC regular session minutes from October 21, October 28, November 4, November 11 (as amended) and November 18, 2021 (as amended) as distributed or amended	Easton/Olschewski	Motion Approved (5-0-0)
12/9/2021	IEC TEAMS	Motion to approve IEC Executive Session minutes for October 28 and November 4, 2021	Skinner/Easton	Motion Approved (4-0-1)
12/9/2021	IEC TEAMS	Motion to extend the dates as outlined in the proposal by Vantaggio HR, Ltd. to support the PEO conversion away from Insperty and as extended previously to January 1st of 2022 until the new Executive Director can review and provide an updated plan and budget costs to complete this action to the IEC within the next 6 months with completion of the transition, with new deadline to be determined after review of the proposed plan	Easton/Olschewski	Motion Approved (5-0-0)
12/9/2021	IEC TEAMS	Motion to execute the 1-year contract with Blue Sky	Jones/Skinner	Motion Approved (5-0-0)


2021-2022 Summary of Actions  
International Executive Committee/International Governing Council


Date	Location	Motion	Moved/Seconded	Result
12/9/2021	IEC	TEAMS	Motion to approve the Duke agreement as amended	Olschewski/Jones Motion Approved (5-0-0)
12/9/2021	IEC	TEAMS	Motion to give staff the authority to remove the auto renew clause from the Partnership Program template as an administrative action, if requested by the Partner, without IEC approval	Easton/Olschewski Motion Approved (5-0-0)
12/9/2021	IEC	TEAMS	Motion to approve waiving of application fee and \$50 membership discount for new members that sign up for conference and IRWA membership at the same time and to run through end of early conference registration	Jones/Easton Motion Approved (5-0-0)
12/9/2021	IEC	TEAMS	Motion to allow for a free conference registration in lieu of cash payment as presenter compensation	Jones/Olschewski Motion Approved (5-0-0)
12/16/2021	IEC	TEAMS	Motion to approve the Course Addition, Consolidation and Elimination (ACE) Policy as presented by IPEC	Olschewski/Easton Motion Approved (4-1-0)
12/16/2021	IEC	TEAMS	Motion to approve the form Presenter Agreement as presented by Staff	Olschewski/Skinner Motion Approved (5-0-0)
12/21/2021	IGC	BlueJeans	Motion to approve the November 16, 2021 minutes	R2 Newberry/R3McCracken Motion Approved (13-0-1)
12/21/2021	IGC	BlueJeans	Motion to approve the SR/WA Consolidation Plan as presented by IPEC	Olschewski/R7 Whelpley
12/21/2021	IGC	BlueJeans	Motion to Amend the motion to read: Approve the SR/WA Consolidation Plan as presented by IPEC, with the addition of C-421 as an elective course and not expand the proposed 80 required hours for the SR/WA	R8 Hardy/R3 McCracken Motion Approved (8-7-0)
12/21/2021	IGC	BlueJeans	Vote on Amended Motion	Approved (11-3-1)
12/21/2021	IGC	BlueJeans	Motion to approve funding for an in-person IGC meeting in Omaha, NE with exact date TBD by R3 McCracken	R3 McCracken/R10 Godwin Motion Approved (12-2-0)
1/13/2022	IEC	TEAMS	Motion to approve an additional 3-month extension (for a total 9 month extension) for Robin Lee Carlson	Easton/Olschewski Motion Approved (5-0-0)
1/18/2022	IGC	BlueJeans	Motion to accept the December 21, 2021 IGC meeting minutes as corrected	R7 Whelpley/R3 McCracken Motion Approved (Unanimous)
2/4/2022	IEC	WebEx	Motion to approve the recommended promotion of Amir Vafamanesh to Organizational Learning and Development Manager and Vivian Nguyen as Editor and Communications Manager at the recommended salaries	Easton Jones Motion Approved (4-0-0)
2/10/2022	IEC	WebEx	Motion to accept the recommendation by IPEC to remove Courses 103 and 104 and replace them with Course 102 by the end of the fiscal year	Olschewski/Skinner
2/10/2022	IEC	WebEx	Motion to amend to motion to add "and Ethics Committee" to the original motion	Jones/Easton Motion Approved (4-1-0)
2/10/2022	IEC	WebEx	Amended Motion: to accept the recommendation by IPEC and Ethics Committee to remove Courses 103 and 104 and replace them with Course 102 by the end of the fiscal year	Motion Approved (5-0-0)
2/15/2022	IGC	BlueJeans	Motion to approve the January 18, 2022 minutes as amended	R7 Whelpley/R10 Godwin Motion Approved (Unanimous)
			Motion to approve an additional \$10,000 to the budget for IEC travel to the Spring Region Forums	R6 Harris/R10 Godwin Motion Approved (13-1-0)
2/17/2022	IEC	WebEx	Motion to approve the distributed minutes for February 4, 2022 and the redlines for January 20 and 27, 2022	Olschewski/Jones Motion Approved (5-0-0)
2/22/2022	IEC	WebEx	Motion to accept the seventh (7 <sup>th</sup> ) draft of the 2022-2023 Budget as finalized February 22, 2022	Olschewski/Easton Motion Approved (4-1-0)
2/24/2022	IEC	WebEx	Motion to approve minutes from Regular Session calls for February 10, 17 and 22, 2022 as corrected	Olschewski/Jones Motion Approved (Unanimous)
2/24/2022	IEC	WebEx	Motion to approve an additional three month time period for Colin DuBois to complete the education requirements for recertification	Jones/Easton Motion Approved (Unanimous)
2/28/2022	IGC	Omaha, NE	Motion to approve the minutes as distributed	Jones/R3 McCracken Motion Approved (Unanimous)
2/28/2022	IGC	Omaha, NE	Motion to accept the report from the Chapter Dissolution Task Force and close the Task Force	Jones/Easton Motion Approved (Unanimous)
3/1/2022	IGC	Omaha, NE	Motion to approve the Draft Budget as presented February 28, 2022 as amended to increase the budgeted number of annual courses from 300 to 315 to align with the strategic objective of 5% annual growth in Education	R7 Whelpley/R6 Harris Motion Approved (14-1-0)
3/1/2022	IGC	Omaha, NE	Motion to amend the motion to also remove the line item in the budget for Instructor Course Materials	R2 Newberry/Jones Motion Fails (2-13-0)
3/1/2022	IGC	Omaha, NE	Motion to accept the variance report as presented by Treasurer Easton	R3 McCracken/R10 Godwin Motion Approved (14-1-0)
3/1/2022	IGC	Omaha, NE	Motion to accept the SR/WA Roll out plan as presented by IPEC	R7 Whelpley/Olschewski Motion Approved (14-1-0)
3/1/2022	IGC	Omaha, NE	Motion to not have invocations at the annual IRWA Education Conferences	R3 McCracken/R10 Godwin Motion Fails (6-8-0)
3/1/2022	IGC	Omaha, NE	Motion to allow the host Chapter of the International Education Conference to use its best discretion in providing an invocation at conference, contents of which shall be subject to IEC consent	R7 Whelpley/R1 Flanagan Motion Fails (8-7-0)
3/1/2022	IGC	Omaha, NE	Motion to approve a \$20,000 budget line item variance to hold the International Luncheon at the request of International Relations Committee Chair McNair	R5 Bucan/R3 McCracken Motion Approved (Unanimous)
3/2/2022	IEC	Omaha, NE	Motion to honor request from Chapter 13 to allow an invocation as part of the Opening Ceremonies of the 2022 IRWA Education Conference in Cleveland; Second by President Farrell	Jones/Farrell Motion Approved (3-2-0)
4/7/2022	IEC	WebEx	Motion made to move forward with retaining D. Rossen Green, with Pender & Coward, P.C., to prepare an Amicus Brief on behalf of the IRWA	Easton/Farrell Motion Approved (Unanimous)
4/19/2022	IGC	Blue Jeans	Motion to approve the minutes from the Feb 28-March 1, 2022 IGC meeting in Omaha, NE.	R3 McCracken/R6 Harris Motion Approved (Unanimous)

2021-2022 Summary of Actions  
International Executive Committee/International Governing Council


Date	IEC	Location	Motion	Moved/Seconded	Result
4/25/2022	IEC	WebEx	Motion that the IEC concurs with President Farrell's proposal to call a special meeting of the Board of Directors on May 18, 2022 at 10:00 a.m. CDT, pursuant to Article VI, Section 6 of the Bylaws, for the purpose of filling the current vacancy of International President Elect. Nominations of qualified candidates from the International Nominations and Elections Committee shall be received by 5pm PDT on May 13, 2022.	Easton/Skinner	Motion Approved (Unanimous)

	H	I	J	K
1		<b>Budget</b>	<b>Budget</b>	
2		<b>Current Year</b>	<b>Proposed</b>	
3		<b>Jul '21 - Jun 22</b>	<b>Jul '22 - Jun 23</b>	<b>Comments</b>
4	Ordinary Income/Expense			
5	Income			
6	40 · EDUCATION INCOME			
7	410 · COURSE INCOME - CLASSROOM		506,864.03	
108	4996 · IRWA Sponsored Course Income	26,340.00	406,120.00	
110	<b>Total 410 · COURSE INCOME - CLASSROOM</b>	<b>890,000.00</b>	<b>912,984.03</b>	315 course with 13 attendees average
166	<b>Total 415 · COURSE INCOME - ONLINE</b>	<b>920,000.00</b>	<b>925,000.00</b>	Additional sales planned end of State and Federal Fiscal years in add
167	920 · EDUCATIONAL INCOME - OTHER			Based on an average income of \$320 per attendee.
168	4945 · Contribution Revenue	106,000.00	60,000.00	20 for 20 to refunded to RWIEF in June 2023\$16K. Also place holder
169	4950 · Credentialing Income	75,375.00	82,000.00	Based on our existing statistics
170	4955 · Course Revenue - Misc.	10,000.00	3,000.00	Primarily course exam retakes and challenges
171	4960 · Education Sponsorship Income	0.00	0.00	
172	4965 · CLIMB	0.00	19,800.00	Based on 40 participants
173	4974 · Online Webinars - IRWA	2,065.00	15,000.00	For paid IRWA webinars & non-member fees
174	4990 · Textbooks - Optional Sales	0.00	2,065.00	
175	4991 · Textbooks - PROW Book	3,690.00	3,690.00	
176	4997 · Vendor Discount	1,200.00	1,200.00	
177	<b>Total 920 · EDUCATIONAL INCOME - OTHER</b>	<b>198,330.00</b>	<b>186,755.00</b>	
178	<b>Total 40 · EDUCATION INCOME</b>	<b>2,008,330.00</b>	<b>2,024,739.03</b>	
179	41 · ADVERTISING INCOME			
180	4010 · Magazine	175,000.00	180,000.00	We have \$80K for the first 6 months of 2022 - 23 and anticipate to ha
181	4015 · Website	20,000.00	28,000.00	We anticipate an increase due to the new infrastructure bill.
182	4016 · Website Ads	25,000.00	5,000.00	
183	<b>Total 41 · ADVERTISING INCOME</b>	<b>220,000.00</b>	<b>213,000.00</b>	
184	43 · INVESTMENT INCOME			
185	4020 · Interest & Dividend Income	6,000.00	30,000.00	
186	<b>Total 43 · INVESTMENT INCOME</b>	<b>6,000.00</b>	<b>30,000.00</b>	
187	44 · MEMBERSHIP INCOME			Agency & corporate memberships continue to grow
188	4033 · Member Dues - Agency	114,000.00	127,500.00	Based of 15 Agencies with an average of \$8.5K.
189	4034 · Member Dues - Corporate	151,500.00	277,500.00	Based of 37 Corporations with an average of \$7.5K.
190	4035 · Member Dues - Application Fee	21,000.00	15,000.00	Based on an application free of \$25 for 50 new members per month.
191	4037 · Member Dues - Late Fees	0.00	0.00	
192	4039 · Member Dues - New	153,562.50	120,656.25	Based on 55 new members per month.
193	4041 · Member Dues - Renewal	1,256,806.25	1,224,187.50	Based on 5,555 renewing members.
194	<b>Total 44 · MEMBERSHIP INCOME</b>	<b>1,696,868.75</b>	<b>1,764,843.75</b>	More Agency & Corporate members.
195	45 · MERCHANDISE - SALES			
196	4490 · Sales of Merchandise	6,321.00	6,321.00	Based on our existing statistics.
197	<b>Total 45 · MERCHANDISE - SALES</b>	<b>6,321.00</b>	<b>6,321.00</b>	
198	46 · OTHER INCOME			
199	4031 · Dues - Affiliates	7,400.00	7,400.00	JCCA and South Korea.
200	4045 · Magazine Subscription Income	450.00	450.00	
201	4050 · Miscellaneous Income	100.00	100.00	
202	<b>Total 46 · OTHER INCOME</b>	<b>7,950.00</b>	<b>7,950.00</b>	
203	47 · SEMINARS & CONFERENCES			
204	950 · INTERNATIONAL CONFERENCE			
205	4667 · Advertising Revenue	7,000.00	7,000.00	Based of 10 advertisers.
206	4669 · Exhibitors Income	64,000.00	64,000.00	Based on 30 exhibitors with various rates.
207	4675 · Registration Income	615,100.00	575,650.00	Based on 830 attendees with various registration rates.
208	4677 · Sponsorship Income	124,500.00	141,650.00	Based on 14 sponsors with various rates.
209	<b>Total 950 · INTERNATIONAL CONFERENCE</b>	<b>810,600.00</b>	<b>788,300.00</b>	
210	975 · OTHER SEMINARS & CONFERENCES			
218	<b>Total 47 · SEMINARS &amp; CONFERENCES</b>	<b>810,600.00</b>	<b>788,300.00</b>	
219	<b>Total Income</b>	<b>4,756,069.75</b>	<b>4,835,153.78</b>	
220	<b>Gross Profit</b>	<b>4,756,069.75</b>	<b>4,835,153.78</b>	
221	Expense			
222	50 · COST OF GOODS SOLD			
223	5001 · Merchandise	4,565.17	4,565.17	
224	5002 · Merchandise - PROW Book	1,293.90	1,268.25	
225	<b>Total 50 · COST OF GOODS SOLD</b>	<b>5,859.07</b>	<b>5,833.42</b>	
226	55 · EDUCATION EXPENSES			
326	5996 · IRWA Sponsored Course Expense	11,593.91	88,173.90	
327	<b>Total 599 · IRWA Sponsored Courses</b>	<b>11,593.91</b>	<b>88,173.90</b>	Based on 100 courses, average attendees of 13 per course times ave
328	501 · COURSE EXPENSES - Other	0.00	49,834.85	Based on 215 courses, average attendees of 13 per course times ave
329	<b>Total 501 · COURSE EXPENSES</b>	<b>169,100.00</b>	<b>138,009.00</b>	0.151162557
330	595 · EDUCATIONAL EXP. - OTHER			
331	5069 · Royalty			
332	50690 · 4110 - Royalty Online	14,720.00	15,000.00	
333	5069 · Royalty - Other	0.00	0.00	

	H	I	J	K
1		Budget	Budget	
2		Current Year	Proposed	
3		Jul '21 - Jun 22	Jul '22 - Jun 23	Comments
334	<b>Total 5069 · Royalty</b>	<b>14,720.00</b>	<b>15,000.00</b>	
335	5005 · Scholarship Expense	30,833.33	0.00	
336	5008 · Class Incentive	75,000.00	60,000.00	
337	5009 · Class Incentive - Other	14,700.00	14,700.00	Based on December and January \$300 promotion.
338	5010 · Course Development Expenses	0.00	0.00	
339	5012 · Course Expenses - Misc.	13,000.00	0.00	
340	5014 · Course Revision Expenses	16,000.00	0.00	
341	5016 · Course State Certification	15,000.00	13,800.00	
342	5020 · Credentialing Expense	3,140.70	3,719.60	
343	5028 · CLIMB	0.00	15,000.00	Based on 40 participants
344	5032 · Instructors' Develop.	10,000.00	10,000.00	Planning to do virtual training that may have cost speakers and cont
345	5036 · Instructors' Material	12,000.00	9,600.00	
346	5050 · Marketing Expense for Courses	0.00	5,000.00	
347	50600 · Online Hosting	7,320.00	9,000.00	
348	50650 · Online Seminars - IRWA	3,600.00	3,605.00	
349	5066 · P/P/S Education	9,000.00	2,500.00	
350	5068 · PROW Expenses	0.00	0.00	
351	5080 · Textbooks-Cost of Opt. Purchase	0.00	0.00	
352	<b>Total 595 · EDUCATIONAL EXP. - OTHER</b>	<b>224,314.03</b>	<b>161,924.60</b>	
353	<b>Total 55 · EDUCATION EXPENSES</b>	<b>393,414.03</b>	<b>299,933.60</b>	
354	<b>597 · BUILDING OPERATION</b>			
355	6003 · Bank Interest	0.00	0.00	
356	6004 · Building Association Fee	14,640.00	15,296.40	Based on our existing rate for 2 suites
357	6005 · Building Depreciation	37,022.40	37,022.40	Based on our existing depreciation rate
358	6010 · Building Insurance - Commercial	0.00	0.00	
359	6015 · Building Insurance - Earthquake	0.00	0.00	
360	6028 · Building Maintenance	18,044.40	18,644.40	
361	6031 · Building Property Tax	30,000.00	26,997.70	Based on our existing rate for 2 suites
362	6034 · Building Replacement Reserve	0.00	0.00	
363	6036 · Building Utilities	10,000.00	10,000.00	
364	<b>Total 597 · BUILDING OPERATION</b>	<b>109,706.80</b>	<b>107,960.90</b>	
365	<b>60 · PAYROLL &amp; BENEFITS</b>			
366	6020 · Payroll	1,562,843.00	1,525,492.55	Based on 21 EEs
367	6030 · Pension Plan	61,926.00	61,019.70	
368	6040 · Taxes & Benefits - Insperity	491,080.00	518,667.47	
369	<b>Total 60 · PAYROLL &amp; BENEFITS</b>	<b>2,115,849.00</b>	<b>2,105,179.72</b>	
370	<b>67 · SEMINARS &amp; CONFERENCES EXPENSES</b>			
371	<b>65 · INTERNATIONAL CONFERENCE</b>			
372	6102 · Advisory Breakfast	1,000.00	1,000.00	
373	6103 · Auction Reception	0.00	0.00	
374	6104 · Audiovisual	135,000.00	186,000.00	Combination of in person & virtual.
375	6106 · Awards Program	3,183.00	2,490.00	
376	6108 · Banquet	99,000.00	77,000.00	
377	6110 · Breakfast	0.00	0.00	
378	6112 · Breaks	127,320.00	99,600.00	
379	6113 · Board of Directors	6,000.00	6,000.00	
380	6114 · Cancellation Insurance	0.00	0.00	
381	6115 · Committee Breaks	3,000.00	3,000.00	
382	6116 · Committee Gifts	0.00	0.00	
383	6117 · Committee Speakers	3,500.00	3,500.00	
384	6118 · Conference Registration	11,500.00	11,500.00	
385	6119 · Credit Card Fees	30,000.00	30,000.00	
386	6123 · Finnegan Fun Run	0.00	1,500.00	planned in Denver
387	6124 · Exhibits	15,000.00	15,000.00	
388	6126 · Fee to Local Host	10,000.00	10,000.00	
389	6128 · Final Program & At A Glance	6,366.00	4,980.00	
390	6129 · Graphics	0.00	0.00	
391	6130 · Gratuities	3,000.00	3,000.00	
392	6132 · Hotel Attrition	10,000.00	10,000.00	
393	6135 · IEC Receptions	5,000.00	5,000.00	
394	6139 · International Gifts	1,200.00	600.00	
395	6140 · International Luncheon	2,000.00	2,000.00	
396	6145 · Host Committee Food/Housing	3,000.00	3,000.00	
397	6147 · Luncheon/Award & SRWA	84,270.00	68,100.00	
398	6149 · Miscellaneous	10,000.00	10,000.00	
399	6150 · Wednesday Night	5,000.00	0.00	
400	6152 · Decor	0.00	0.00	
401	6153 · Facility	0.00	0.00	
402	6150 · Wednesday Night - Other	0.00	5,000.00	
403	<b>Total 6150 · Wednesday Night</b>	<b>0.00</b>	<b>5,000.00</b>	
404	6157 · Names Tag and Ribbons	2,500.00	2,500.00	
405	6159 · Opening Ceremonies	1,000.00	1,000.00	
406	6160 · Past President/Other Comps	14,375.00	14,375.00	
407	6161 · Photographer	8,000.00	8,000.00	
408	6163 · Planning	10,000.00	8,000.00	
409	6167 · Printing	1,000.00	1,000.00	

	H	I	J	K
1		<b>Budget</b>	<b>Budget</b>	
2		<b>Current Year</b>	<b>Proposed</b>	
3		<b>Jul '21 - Jun 22</b>	<b>Jul '22 - Jun 23</b>	<b>Comments</b>
410	6171 · Security	0.00	0.00	
411	6172 · Shipping	8,000.00	8,000.00	
412	6173 · Signs/Banners	2,000.00	2,000.00	
413	6174 · Speakers Gifts	3,000.00	3,000.00	
414	6175 · Speakers	60,000.00	60,000.00	
415	6177 · Sponsor Premiums	30,000.00	30,000.00	
416	6180 · Staff Travel and Hotel	34,070.00	26,335.00	
417	6181 · Reception	25,000.00	25,000.00	
418	6183 · Temporary Personnel	3,500.00	3,500.00	
419	6188 · Totes	10,610.00	8,300.00	Based on fixed and variable costs for 830 attendees of 2023 conferen
420	<b>Total 65 · INTERNATIONAL CONFERENCE</b>	<b>787,394.00</b>	<b>759,280.00</b>	29020
421	70 · OTHER SEMINARS & CONFERENCES			Conference Net Income
422	6235 · FAU PRES			
450	<b>Total 67 · SEMINARS &amp; CONFERENCES EXPENSES</b>	<b>787,394.00</b>	<b>759,280.00</b>	
451	73 · LEADERSHIP TRAVEL / INCIDENTALS			
452	74 · TRAVEL - REGIONS			
453	6501 · Region 1	5,000.00	7,500.00	In September, IGC decided to add \$2.5K to regions' travel fund to cov
454	6502 · Region 2	5,000.00	7,500.00	
455	6503 · Region 3	5,000.00	7,500.00	
456	6504 · Region 4	5,000.00	7,500.00	
457	6505 · Region 5	5,000.00	7,500.00	
458	6506 · Region 6	5,000.00	7,500.00	
459	6507 · Region 7	5,000.00	7,500.00	
460	6508 · Region 8	5,000.00	7,500.00	
461	6509 · Region 9	5,000.00	7,500.00	
462	6510 · Region 10	5,000.00	7,500.00	
464	6520 · Regional Governance	0.00	0.00	
465	<b>Total 74 · TRAVEL - REGIONS</b>	<b>50,000.00</b>	<b>75,000.00</b>	
466	75 · TRAVEL - INDUSTRIES			
467	6630 · Leadership Development Council	0.00	3,500.00	suggested to reinstate to help with leadership development planning
468	6635 · Liaison Committee	0.00	0.00	
469	6673 · Special Committee Projects	0.00	0.00	
470	751 · Industry Communities	0.00	0.00	
471	751 · Industry Communities - Other	0.00	0.00	
472	<b>Total 751 · Industry Communities</b>	<b>0.00</b>	<b>0.00</b>	
473	755 · Industry Committees			
474	6605 · Asset Management	0.00	0.00	
475	6615 · Environment	0.00	0.00	
476	6640 · Public Agency Committee	0.00	0.00	
477	6645 · Oil & Gas Pipeline Committee	0.00	0.00	
478	6650 · Relocation Assistance	0.00	0.00	
479	6655 · Surveying & Engineer	0.00	0.00	
480	6660 · Transportation Committee	0.00	0.00	
481	6665 · Electric & Utilities Committee	0.00	0.00	
482	6670 · Valuation	0.00	0.00	
483	755 · Industry Committees - Other	12,000.00	46,000.00	Pool of funds for conference and additional meetings
484	<b>Total 755 · Industry Committees</b>	<b>12,000.00</b>	<b>46,000.00</b>	
485	<b>Total 75 · TRAVEL - INDUSTRIES</b>	<b>12,000.00</b>	<b>49,500.00</b>	
486	76 · TRAVEL - SERVICE COMMITTEES			
487	6675 · Ethics Committee	5,000.00	5,000.00	as requested by committee
488	6680 · Marketing & Membership Committee	2,500.00	4,000.00	Includes meeting at conference as requested
489	6681 · Credentialing Committee	0.00	0.00	
490	6683 · Finance Committee	10,000.00	10,000.00	
491	6685 · Nomination & Election Committee	18,000.00	30,000.00	Conference \$20K + an INEC Rep x 1 forums x 10 Regions \$10K
492	6690 · IPEC	25,000.00	40,000.00	Up to 2 in-person meetings
493	6695 · Young Professional	2,500.00	3,000.00	
494	6755 · International Relations	0.00	5,000.00	Conference Attendance
495	<b>Total 76 · TRAVEL - SERVICE COMMITTEES</b>	<b>63,000.00</b>	<b>97,000.00</b>	
496	77 · TRAVEL - OTHER			
497	6710 · Agency Liaison	1,000.00	1,500.00	
498	6720 · Allied Organizations	5,000.00	12,000.00	6 liaisons to organizations (ASHTO, ASCE, APWWA/PWX, etc.) and a
499	6727 · Governance Task Force	0.00	0.00	
500	6730 · Appraisal Foundation	1,500.00	1,500.00	
501	6750 · Committee Chair/Vice Meeting	0.00	0.00	
502	<b>Total 77 · TRAVEL - OTHER</b>	<b>7,500.00</b>	<b>15,000.00</b>	
503	78 · TRAVEL- IEC/IGC			
504	6805 · IEC Meeting	16,000.00	16,000.00	
505	6810 · IGC Meeting	75,000.00	105,000.00	2 IGC Meeting + IPEC + Some Committee Chairs + Thursday after co
506	6815 · IEC Regional Meetings	10,000.00	20,000.00	Regions have been requesting an IEC member present at forums
507	6817 · IEC Chapter Visits	2,000.00	10,000.00	Suggestion made to increase IEC local presence, especially if Chapt
508	6820 · IEC Committee Liaison	5,000.00	5,000.00	
509	6825 · IEC/IGC Annual Conference	96,000.00	100,000.00	Includes full IGC and support for the 5 nominated RVCs
510	6830 · IEC Other Expenses	5,000.00	5,000.00	
511	6835 · IEC/IGC International Travel	3,000.00	5,000.00	SARWA and/or UK

	H	I	J	K
1		<b>Budget</b>	<b>Budget</b>	
2		<b>Current Year</b>	<b>Proposed</b>	
3		<b>Jul '21 - Jun 22</b>	<b>Jul '22 - Jun 23</b>	<b>Comments</b>
512	<b>Total 78 · TRAVEL- IEC/IGC</b>	<b>212,000.00</b>	<b>266,000.00</b>	
513	<b>79 · TRAVEL - STAFF</b>			
514	6855 · IEC Meeting	3,000.00	5,000.00	
515	6860 · IGC Meeting	6,000.00	12,000.00	
516	6865 · Regional Meetings	25,000.00	30,000.00	
517	6870 · Committee Liaison	5,000.00	5,000.00	
518	6875 · Chapter Meetings	12,000.00	18,000.00	
519	6880 · Other Expenses	2,500.00	22,500.00	Attendance at trade events and 6-8 Executive Director trips to HQ
520	6885 · Staff International Travel	1,500.00	0.00	
521	<b>Total 79 · TRAVEL - STAFF</b>	<b>55,000.00</b>	<b>92,500.00</b>	
522	<b>Total 73 · LEADERSHIP TRAVEL / INCIDENTALS</b>	<b>399,500.00</b>	<b>595,000.00</b>	
523	<b>80 · ADMINISTRATIVE EXPENSES</b>			
524	7005 · Public Relations	0.00	20,000.00	Consultant to help IRWA with website make it more visible / promote
525	7010 · Assets Costing Less Than \$250	3,500.00	3,500.00	
526	7020 · Awards & Recognition	4,300.00	5,000.00	
527	7040 · Abila - Project Management	0.00	0.00	
528	7050 · Bad Debt Expense	2,000.00	2,000.00	
529	7100 · Bank Charges & Credit Card Fees	117,000.00	140,219.46	Based on Credit Card Processing fee of 3%, account analysis and m
530	7110 · BLM Sponsorship-Pipeline Comm.	0.00	0.00	2.9% of total income
531	7130 · Car Expenses	0.00	1,000.00	Reimbursing for personal use
532	7150 · Chapter Development/Assistance	0.00	0.00	
533	7155 · Computer Consulting Fees	6,000.00	6,000.00	
534	7160 · Constant Contact Email	5,100.00	5,607.00	
535	7200 · Depreciation & Amortization	142,337.16	105,600.00	
536	7220 · Dues & Subscriptions	4,513.00	4,500.00	
537	7250 · Dues-Appraisal Foundation	4,700.00	4,608.00	
538	7265 · CEO Search	0.00	0.00	
539	7310 · Insurance-D&O	13,397.00	12,766.00	
540	7320 · Insurance-D&O-Chapters	13,397.00	12,766.00	
541	7340 · Insurance-General Liability	6,541.00	4,807.00	
542	7350 · Inventory Obsolescence	0.00	0.00	
543	7375 · Leadership Development	5,000.00	50,000.00	to support leadership training and planning
544	7380 · Leadership Modules	0.00	0.00	
545	7390 · Mail Equipment Maintenance	1,650.00	0.00	
546	7440 · Magazine-Printing	45,000.00	43,200.00	
547	7450 · Magazine-Postage	27,900.00	25,200.00	
548	7460 · Magazine-Art Work/Photography	700.00	700.00	
549	7470 · Magazine-Other	10,428.00	11,688.00	
550	7480 · Maintenance-AMS	21,131.09	12,424.00	
551	7485 · Maintenance-Computer&Peripheral	31,000.00	32,227.24	Based on existing agreements.
552	7505 · Marketing & Development	0.00	0.00	
553	7505E · M'keting & Dev. - Editorial	0.00	15,000.00	Place ads in other association's magazines and/or online.
554	7505F · M'ting & Dev. - F/Op Trade Show	30,000.00	40,000.00	ASCE + APWA + Clean Power plus additional Trade Association even
555	7505M · M'ting & Dev. - F/Op Membership	36,150.00	20,000.00	CHIP membership incentive
556	<b>Total 7505 · Marketing &amp; Development</b>	<b>66,150.00</b>	<b>75,000.00</b>	
557	7530 · Membership Certificate & Pin	2,000.00	2,000.00	
558	7540 · Membership-Higher Logic	27,384.00	28,524.00	
559	7550 · Membership Renewal Mailings	13,859.00	3,000.00	
560	7600 · Miscellaneous Expenses	2,000.00	2,000.00	
561	7650 · Postage & Shipping	25,000.00	20,000.00	
562	7660 · Printing	1,200.00	1,700.00	
563	7670 · Professional-Audit	36,000.00	40,000.00	
564	7680 · Professional-Cdn Account.	3,000.00	2,580.00	
565	7700 · Professional-Legal	15,000.00	10,000.00	External legal advice if needed
566	7720 · Professional-Consulting	25,000.00	17,000.00	Fee to investment form based on 1%.
567	7730 · Organizational Remodeling	0.00	0.00	
568	7740 · QB Online for Chapters/Regions	40,000.00	38,325.00	
569	7741 · QBs Enterprise for HQ	2,716.80	2,716.80	
570	7800 · Rent-Offsite Storage	4,488.00	4,572.00	
571	7810 · Reserve-Computer	0.00	0.00	
572	7820 · Staff Recruitment	5,000.00	5,000.00	
573	7840 · Supplies-Kitchen	5,000.00	4,992.00	
574	7850 · Supplies-Office	13,000.00	11,000.00	
575	7870 · Taxes & Licenses	5,540.00	3,645.00	
576	7875 · Teleconferencing	20,999.92	9,376.00	
577	7890 · Telephone	35,335.00	28,074.00	
578	7910 · Temporary Help	7,500.00	6,000.00	
579	7930 · Training & Development - Staff	25,000.00	32,500.00	
580	7950 · Uncategorized Expenses	0.00	0.00	
581	7970 · Vacation Expense	10,000.00	15,000.00	
582	7990 · Website - Database			
583	7992 · Website - American Eagle	11,970.00	11,970.00	
584	7994 · Website - Database - KSP	20,000.00	20,000.00	
585	7996 · Website - Database - NetFORUM	32,520.00	34,464.00	
586	7990 · Website - Database - Other			

	H	I	J	K
1		<b>Budget</b>	<b>Budget</b>	
2		<b>Current Year</b>	<b>Proposed</b>	
3		<b>Jul '21 - Jun 22</b>	<b>Jul '22 - Jun 23</b>	<b>Comments</b>
587	Total 7990 · Website - Database	64,490.00	66,434.00	
588	<b>Total 80 · ADMINISTRATIVE EXPENSES</b>	<b>921,256.97</b>	<b>933,251.50</b>	
589	88 · INCOME TAXES			
590	8800 · Federal and State Income Taxes	8,250.00	20,000.00	Increase is due to lower offsetting advertising expenses against adv
591	<b>Total 88 · INCOME TAXES</b>	<b>8,250.00</b>	<b>20,000.00</b>	
592	<b>Total Expense</b>	<b>4,741,229.87</b>	<b>4,826,439.14</b>	
593	Net Ordinary Income	14,839.88	8,714.64	
594	Other Income/Expense			
595	Other Income			
596	4095 · Instructor Income-Pass Through	0.00	0.00	
597	48 · PIPELINE COMMITTEE REVENUE			
598	4752 · BLM Symposium/School	0.00	0.00	
599	4755 · Interest Income	0.00	0.00	
600	4760 · IRWA Support (BLM)	0.00	0.00	
601	4762 · Member Dues	0.00	0.00	
602	4765 · Sponsorship	0.00	0.00	
603	<b>Total 48 · PIPELINE COMMITTEE REVENUE</b>	<b>0.00</b>	<b>0.00</b>	
604	95 · OTHER INCOME & EXPENSE			
605	8500 · Gain ( Loss) on Conversion	0.00	0.00	
606	8600 · Gain (Loss) on Disposal of F/A	0.00	0.00	
607	8700 · Unrealized Invest. Gain (Loss)	0.00	0.00	
608	8769 · Realized Invest. Gain (Loss)	0.00	0.00	
609	<b>Total 95 · OTHER INCOME &amp; EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	
610	Total Other Income	0.00	0.00	
611	Other Expense			
612	72 · PIPELINE COMMITTEE EXPENSES			
613	6408 · Bank Fee	0.00	0.00	
614	6415 · BLM Pipeline Systems Course	0.00	0.00	
615	6420 · Contribution Expenses	0.00	0.00	
616	6470 · Quarterly Meeting Expenses	0.00	0.00	
617	<b>Total 72 · PIPELINE COMMITTEE EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	
618	8400 · Instructor Exp.-Pass Through	0.00	0.00	
619	Total Other Expense	0.00	0.00	
620	Net Other Income	0.00	0.00	
621	<b>Net Income</b>	<b>14,839.88</b>	<b>8,714.64</b>	



**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.*

## **BOARD RESOLUTION**

### **INTERNATIONAL BYLAWS AMENDMENT**

WHEREAS, Article III, Section 5, Article IV, Section 2, Article V, Section 1 (two locations), Article VI, Section 1 (two locations) & Section 6, Article VII, Section 1 & Section 3 of the Bylaws for the International Right of Way Association refer to the Chief Executive Officer;

AND WHEREAS the role of the highest-ranked employee of the International Right of Way Association, a California nonprofit, is more accurately described as those of an Executive Director;

AND WHEREAS the International Executive Committee has engaged and solicited guidance and advice from independent California licensed legal counsel specializing in nonprofit organizations;

NOW THEREFORE, BE IT RESOLVED that:

1. The title "Chief Executive Officer" as it appears in Article III, Section 5, Article IV, Section 2, Article V, Section 1 (two locations), Article VI, Section 1 (two locations) & Section 6, Article VII, Section 1 & Section 3 of the Bylaws for the International Right of Way Association be deleted and the title "Executive Director" be substituted therefor.