IRWA CHAPTER 38
Meeting Minutes
September 4, 2026
10:00 a.m. – 11:00 a.m. (MDT)
Microsoft Teams meeting
Join: https://meet.google.com/xoa-jycg-cjy?authuser=0&hs=122
Meeting ID: 296 745 024 373 441
Passcode: AD7Fh7wr

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. **Welcome and Call to Order (Brendy Carrington)**
   Brendy opened the session and called the meeting to order with the intention to stay within the designated one-hour timeframe.

2. **Roll Call – Chapter Officers (Tammy Evans)**
   Tammy did the roll call:
   - President, Brendy Carrington: Present
   - President-elect & 1st-Year Intl Director, Lisa O'Bryan: Present
   - 2nd Intl Director, Amy McKennon: Not Present
   - Treasurer, Brandon Bess: Present
   - Secretary, Tammy Evans: Present
   - Membership Chair, Tammy Evans (interim): Present
   - Education Chair, Krissy Plett: Present
   - Events Chair, Justin Petlakh: Present
   - Elections and Nominations Chair, Jed Cook: Not Present
   - Vacant Chairs: Membership and Professional Development

   Tammy confirmed the quorum at >60% of filled positions, allowing the meeting to proceed.

3. **Reading and Approval of the Minutes**

The secretary's draft of the minutes from the last meeting on Aug 7, 2026 was sent to the Chapter on August 31, 2026. Brendy read the minutes and asked for any corrections: Correction needed on spelling Justin Petlakh-Tammy will update.

Financial Report & Tax Filing (Brandon Bess)

Brandon has yet to gain access to the accounts. Ben Lefevre stated accounts are the same as last month:

Chapter balance: $36,933
Scholarship fund: $1,193
Total balance: $26,740

Taxes completed August 14th.

Website payment issue: Ben Lefevre has temporarily used his company card for the domain and website payments and will seek reimbursement. New cards for Brandon and Brendy will be used for future payments.

2026-2027 Budget:
Projected Revenue: ***$62,685***
Project Expenses: ***$57,566***

2026-2027 Total Estimated Revenue: $5,119

Krissy motioned to pass the budget, Ben Lafevre 2nd—all in favor

4. **Education Report (Krissy Plett)**
   - Course 306: Six registrants to date, class date October 13th
   - Krissy will send Winter information to update the Website with class dates.
   - Promotional emails to be sent to encourage more enrollment.
   - Many instructor assignments TBD.

5. **New Membership Report (open)**

Mark Openshaw: President and Education Chair has been in communication, has already received RW

6. **Meetings and Events Chair (Justin Petlakh)**
   - **Fall Symposium and Forum:**
     - Speakers: Six speakers are confirmed, with the goal of recruiting at least two more to provide the full eight hours of credit. Potential sessions and speakers were discussed, including topics such as ROW design, parcel clearance, and appraisal review.
     - Lodging: The main room block has passed. A personal contact can assist with securing additional rooms at a rate of $229 for the nights of the 28th and 29th.
   - **Annual Holiday Luncheon:**
     Planned for the 1st Friday in December, 11:30 am – 1:30 pm. Estimated 45 people, no orders, Justin Petlakh will contact the Gathering Place at Gardner Village.
   - **Luncheon Meetings:**
     Budgeted for October, November, February, March, and May. Venues are determined and will be added to the next meeting's agenda.

7. **Unfinished Business**
   Luncheon venues

8. **Adjournment**
   Krissy motioned to adjourn the meeting, Lisa second that motion as Google Meet disconnected the call.

Minutes Prepared by: Tammy Evans, Secretary

Date:_____ **X**_____
Brendy Carrington, President

Date:_____ **X**_____
Tammy Evans, Secretary