

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



<b>Meeting Title</b>	Chapter 38 Board Meeting	<b>Start Time</b>	4:19 PM
<b>Results Desired</b>	Planning & Assignments	<b>Stop Time</b>	5:03 PM
<b>Date</b>	October 9, 2018	<b>Place</b>	UDOT, 4501 South 2700 West, Salt Lake City, UT 84114 Comptrollers Conference Room

**Core Values:**

- We believe in Professional development achieved through lifelong learning
- We believe in providing a community to people in the right of way industry that fosters excellence in professional growth and opportunities
- We believe in adherence to the highest standards of ethical practice
- We believe in providing quality services to all our stakeholders
- We believe in responsible stewardship of the association's financial resources.

**EXECUTIVE BOARD OF DIRECTORS**

**ELECTED CHAPTER OFFICERS (Voting Members)**

X	Carmelita Delgado	President	X	Duran Lucas	President Elect
X	David Holtby	Vice President		Brady Nowers	Treasurer
X	Levi West	Secretary		Vacant*	Past President

**STANDING COMMITTEE CHAIRS (Voting Members)**

	Todd Keizer	Committee on Nominations & Elections Chair	X	Jan Burrell	Education Committee Chair
X	David Holtby	Membership Committee Chair	X	Todd Hopkins	Professional Development Chair (PDC)

**ADHOC COMMITTEE CHAIRS (Non-Voting Members)**

	Todd Keizer	Awards Assignment		Brady Nowers	Communication Committee Chair
	Deryl Davis	Program Assignment			

**IEC/IGC/Region / International Committee Members (Non-Voting Members)**

	James Olschewski*	International Executive Secretary		Wendy Hansen	COP – Relocation

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**Minutes:**

- Meeting called to order at 4:19pm. Roll Call – Carmelita (Conducted), Duran, Levi, Jan, Dave., Levi moved to approve the September 2018 board meeting minutes. Dave offered a second. Approved unanimously.

**Financial Report - Duran** - Updated the Board on the Chapter's financial position. 2018-19 budget presented via email. Jan offered a motion to approve which was seconded by Duran and approved unanimously.

**Chair Reports:**

**Education**

- Environmental Hot Topic one day course set for October. Nine registered so far.
- Contract sent to Wayne Larsen for 421 in January 2019
- Suggestion for an informal SR/WA preparation study session tabled for the time being.
- Course 100 in December 2018 is on, as planned
- Jan and Carmelita to work on marketing a February 2019 course.
- Tentative plans for 225 in April 2019 and 105 in May 2019.
- Plans to hold Course 409 on hold.
- Committee to work with Professional Development to address/assess education needs.

**Membership**

- Dave motioned to approve the membership of Jan Burrell, Travis Daley, Danny Eastburn, James Harwell, Shawn Holland, Charles Law, Russell Long, Taylor Morris, Lynn Starley, and Charles Storemont. A second offered by Duran. Pending members were approved unanimously.
- No new membership applications.

**Professional Development**

- Todd conducted a survey among SR/WA candidates in which 75% of respondents said they'd prefer an informal study session.
- Todd will attend education committee meeting on October 18 to plan 3 years of education.
- No new applications.

**Nominations & Elections**

- No report

**Unfinished Business**

1. Shirts have been ordered and should arrive in time for the next luncheon.

**New Action Items**

- Fall Forum recap by Duran, 15 attended. Elected representative Lee Hamree
- Region is looking to fill financial secretary vacancy left by Paige's departure. Contact Fred Easton with suggestions/interest
- October luncheon. Committee Chairs to each take a few minutes. James will explain his role with International.

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- Gift card raffle at October's lunch. \$200. Levi offered a motion to approve, Dave seconded and motion was approved
- Flyer for Holiday Luncheon tied in with Course 100 to go out.
- No new communication from HQ
- No new announcements.
- Next board meeting scheduled for November 13, 2018 at 4:00pm at UDOT (Comptrollers Room) or possible conference call/teleconference.

Meeting adjourned 5:03 pm.

**Approved:**

President



Carmelita Delgado, R/W-NAC, RWA Date

11-14-18

Secretary



Levi West

Date

11-14-2018

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