



Membership Meeting Minutes
Best Western Plus Clock Tower Inn
2511 1st Ave N Billings, MT 59101
January 31, 2018

- I. **Call to order-** The meeting was called to order by Michael Rabb, President, at 6:01 P.M.

- II. **Roll Call:**
The following members were present and acknowledged
 - Michael Rabb, President
 - Michelle Householder, President-Elect
 - Derek Lilleberg, Treasurer
 - Dylan Swanson, Secretary
 - Dee Oakland, SRWA, Region 7 Chair & Treasurer
 - Donald Sherwood, Guest/Course 421 Instructor
 - Larry Oakland, Guest

- III. **Reading and Approval of Minutes from November 30, 2017 Meeting**
 - a. Minutes were reviewed and motion to approve them was made by Dee Oakland and seconded by Derek Lilleberg. Motion Passed.

- IV. **Unfinished Business**
 - a. Course 400 (Principles of Appraisal)
 - i. There were 9 paying participants which resulted in a loss of \$1,160.00 but with an IRWA credit of \$300.00, the loss was reduced to \$860.00.
 - b. Membership Renewal Report
 - i. Only 6 members from 2017 have not renewed yet. Names unknown at this time due to the website being unavailable.
 - c. Charitable Giving Guidelines
 - i. See attached for guidelines as to what can/can't be done to maintain 501-C status with the IRS.
 - d. Article on 50th Anniversary in Right of Way Magazine
 - i. MAJOR kudos was given to Bernard Lea for his extremely impressive article that captured the essence and perseverance of Chapter 45!! Much appreciation to

Bernie and to everyone that has helped keep the Big Sky Chapter going through the good times and bad

- e. CHIP Incentive report
 - i. An incentive to send books/documents in on time.
- f. 5% growth achieved
 - i. Dee Oakland confirmed that 5% growth in Chapter 45 membership was successfully achieved. With that 2 free new memberships, 1 existing membership, and 1 free Annual IRWA Conference registration in Edmonton Canada was awarded.
 - ii. Free memberships and conference registration- The following individuals were chosen to receive the free memberships:
 - 1. Andrew Sedillos, New member
 - 2. John Enright, New member
 - 3. Wade Nielsen, Existing member
 - iii. Dylan Swanson was nominated by President Michael Rabb to receive the annual conference registration. Due to Dylan's inability to attend, the free registration was awarded to Derek Lilleberg.

V. Committee Reports

- a. Treasurer's Report –Derek Lilleberg
 - i. Deposits from Course 400 in Bozeman, MT in November of 2017 equaled \$947.00. Along with an IRWA credit for hosting a class in December of 2017 of \$300.00 raised the total to \$1,247.00
 - ii. At the time of the meeting the total chapter funds in checking was \$7,281.70 and \$8,971.79 in savings for a total of \$16,253.49 in funds.
 - iii. The initial expectation for loss on Course 421 being held in conjunction with the Chapter 45 meeting was around \$2,000-\$3,000.
- b. Education Committee – Derek Lilleberg
 - i. Overview on 2017 Courses held/attendance/money was that Course 100 and Course 215 resulted in a small profit but Course 400 resulted in a loss.
 - ii. It was discussed to have at least 2 day courses in the future
 - iii. MDT wants the chapter to host Courses 901 and 902 and will supply a number of participants, who will be given a discounted "member" cost
 - iv. It was suggested by Donald Sherwood that surveys be sent out to chapter members to gauge their interest in potential courses to be offered via "Survey Monkey"
 - v. Discussion about possibly hosting Course 230- Oil & Gas Land Basics with Warren Doyle as the instructor, apply to have Course 230 approved for AAPL credit/C.E., and offer Course 801 in September or October
- c. Membership – Mike Zook
 - i. Mike was not present to give any new business
- d. Professional Development – David Whitlock, SR/WA (report submitted)
 - i. David was not present to give any new business
- e. Newsletter & Website – Michele Householder

- i. No new business other than Michelle is keeping the website updated
 - ii. Was suggested by Donald Sherwood to have sponsorships on the Chapter website for such professionals as attorneys, appraisers, engineering firms, title companies, etc., to help generate more income for the Chapter.
- f. R/W Education Foundation – Trustee, Bernard Lea, SR/WA
 - i. Bernie not present to give any new business
- g. Awards & Recognitions- Krista Chambers
 - i. Krista not present but sent email out that nominations for International awards are due February 1st, 2018
- h. President’s Report – Michael Rabb
 - i. Email scams are going out to Treasurer (Derek Lilleberg) disguised as the President (Michael Rabb) and credit was given to Derek for doing a good job of identifying and ignoring them
 - ii. Side note*- Donald Sherwood reports that the book Valuation of Corridors is getting close to getting off the ground soon (hopefully)

VI. New Business

- a. Upcoming Joint Forum for Regions 3, 7 & 9 in Denver on February 28 – March 3. (registration and hotel deadlines)
 - i. Early registrations for the Joint Forum are due February 1, 2018
- b. Upcoming 2018 Annual Conference in Edmonton.
 - i. Interested attendees need to register for the conference before hotel accommodations can be made
- c. Status on Course 421 (Appraisal of Partial Acquisition)
 - i. Only 3 paying members so a significant loss is expected
- d. Email scams
 - i. See President’s Report above
- e. Course planned for 2018
 - i. See Education Committee Report above
- f. Next Meeting Schedule:
 - i. Next meeting, including Chapter 45 officer and Board of Director elections for 2018-2019 fiscal year to be held in conjunction with Course 901 and 902 held in Helena, MT at the Radisson Hotel. Order meals at 5:30 P.M., and the meeting starts at 6:00 P.M. Chapter Officer installation will occur with the selected members to take office effective July, 1st 2018

VII. Adjournment

- a. With no further business to attend to, the meeting was motioned to adjourn by Dylan Swanson and seconded by Derek Lilleberg at 7:25 P.M Motion passed.

Respectfully submitted,
 /s/ Michael Rabb
 President – Ch. 45