



**MEETING MINUTES**  
**International Executive Committee**  
**September 8, 2020, 8:00am PDT**  
**(GMT-7)**  
**Video Conference**

**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 that 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.*

**Welcome and Call to Order:** The International Executive Committee (IEC) leadership meeting was called to order at 8:05 a.m. (PDT) by Sharon Slauenwhite, SR/WA, President.

**Roll Call:** Fredrick "Fred" Easton, SR/WA, Secretary, called roll. Those in attendance:

**IEC Members in Attendance:**

Sharon Slauenwhite, SR/WA.....President  
Jacob "Jake" Farrell, SR/WA .....President Elect  
James Olschewski, SR/WA.....Vice President  
Judy Jones, SR/WA .....Treasurer  
Fredrick "Fred" Easton, SR/WA.....Secretary  
Dave Arnold, Esq. ....General Counsel  
Charlie Nobles .....CEO

**Staff in Attendance:**

none

**Approval of Minutes**

Review of minutes from 08/25/2020 were postponed to next meeting.

**HQ Operations Update**

The group reviewed policies and procedures and former President Mims email, which General Counsel Arnold asked if this email appeared valid. President Slauenwhite and President Elect Farrell agreed it was a valid summary of the credit card policy. The email and policy does not prohibit use of cards but restricts use for travel expenses and reoccurring charges must be preapproved by the CEO and backed up with receipts. Mr. Arnold opinioned that the credit cards are a convenience, not a necessity, and suggested that the CEO hold staff accountable to the policy of providing detailed receipts. CEO Nobles to draft internal policy for credit cards.

CEO Nobles reviewed the decision to move forward on new agreements but providing a one-time credit equal to half the difference from their current to their new rates. Treasurer Jones raised concerns that this is different than was presented to the IGC. There was consensus that IGC should be notified of this action. CEO Nobles noted that Tim Drennan was directed to move forward and already has a planned meeting with one of the agencies.  
 CEO Nobles to draft email for President Slauenwhite to review and send to IGC.

--Executive Session: The IEC went into Executive Session at 8:36 a.m. to discuss human resources. The IEC ended the Executive Session at 8:55 a.m. There was nothing to report from the Executive Session.

**IGC Meeting Agenda**

President Slauenwhite asked the group to send agenda item via email by tomorrow, Wednesday. Likely Friday the 18<sup>th</sup> will be a full day and Saturday the 19<sup>th</sup> a half day.

**Adjourn**

Meeting adjourned by President Slauenwhite due to completion of agenda and exceeding the time allotted for meeting at 9:08am.

**Summary of major action items**

WHO	WHAT	WHEN
Charlie/Sharon	Prepare and send email about agency transition to partner program to IGC	ASAP

Respectfully submitted,

  
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 Fred Easton, PLS, SR/WA, R/W-AMC  
 International Secretary

10 - 06 - 2020  
 Date