



**MEETING MINUTES**  
**International Executive Committee**  
**October 26, 2020, 1:00pm 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 1:25 p.m. (PDT) by President Slauenwhite and provided a quick agenda including:

- Agency & Corporate Agreements
- Revisit HR Plan
- Policy and Procedure and Liaison roles

**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:**

Rakhshan Mazarei ..... CFO

**Minutes**

Minutes from September 18<sup>th</sup> & 19<sup>th</sup> and 22<sup>nd</sup>, 2020 were distributed by Secretary Easton prior to the meeting.

MOTION: President Elect Farrell moved to approve the minutes as distributed, Vice President Olschewski seconded the motion. Motion approved by unanimous acclamation.

**Duties of the IEC:**

President Slauenwhite reviewed the bylaws and policy and procedures as they relate to the makeup and duties of the IEC.

**Agency & Corporate Agreements under Partner Program:**

President Slauenwhite opened discussion about the approved Agency and Corporate Agreements.

MOTION: Secretary Easton moved that the CEO and International President be authorized to sign Agency and Corporate Agreements that contain the same terms and conditions in our template agreement and partner program tiers and rates as annually approved by the International Executive Committee. President Elect Farrell seconded the motion. Discussion was had without amendment of the motion but did clarify that the partner program tiers and template should be reviewed and approved at the next meeting. The motion was approved by a 4 to 1 roll call vote as follows: President – aye, President Elect – aye, Vice President – aye, Treasurer – nay, Secretary – aye.

**Saudi Aramco Proposal**

The Committee had an open discussion regarding a proposal sent prior to the meeting by CEO Nobles via email. Consensus by most was that the proposal constitutes a contract as it binds the association to certain conditions and thus should have been put forward to IEC for approval prior to any action taken on the proposal, such as planning courses. That said, the consensus was also that it would not be good to cancel courses with high attendance that are planned to start this evening.

MOTION: President Elect Farrell moved to allow Chapter 87 to hold courses C102 and C200 as virtual courses without having received payment yet, so long as this does not set a precedence. Motion seconded by President Slauenwhite. Discussion was had and a key point is that this motion is not a motion to adopt the proposal as distributed, only to move forward with the planned courses. The motion was approved by acclamation with majority of ayes and one nay vote.

**Insperity / HR Plan**

CEO Nobles shared his discussion with Vantaggio about the proposal submitted at the last meeting to hire a staff member and shift away from Insperity. Lauraine Bifulco from Vantaggio will be invited to attend the next IEC meeting to present her thoughts on the plan. Other general staffing needs were discussed in general with no action items or motions.

**International Director’s Meeting**

President Slauenwhite provided a verbal overview of agenda items to be discuss on the International Director’s Meeting this week. An agenda and reminder should be sent, or directed to be sent, by Secretary Easton.


**Next Meeting and Adjourn**

Next IEC Meeting is 11/03/2020. President Slauenwhite adjourned the meeting at 3:01 p.m.

**Summary of major action items**

<b>WHO</b>	<b>WHAT</b>	<b>WHEN</b>
IEC	Review and approve Agency & Corporate Agreement Templates	11/03/2020
IEC	Review and approve the Partnership Tier amounts for fiscal 2020-2021	11/03/2020
Fred / Sharon	Agenda and reminder to directors	10/28/2020

Respectfully submitted,

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

*11-03-2020*  
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Date