



MEETING MINUTES
International Governing Council
January 25, 2021, 9:00am PST (GMT-8)
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 Governing Council (IGC) meeting was called to order at 9:06 a.m. (PDT) by Sharon Slauenwhite, SR/WA, President. President Slauenwhite welcomed the IGC, Region Vice Chairs, staff and thanked everyone for being in attendance. President Slauenwhite reminded those in attendance of our Core Values, which are included on all minutes and agendas this year, and encouraged this group to look to them for guidance.

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

IGC Members in Attendance:

President Sharon Slauenwhite, SR/WA
President Elect..... Jacob "Jake" Farrell, SR/WA
Vice President James Olschewski, SR/WA – was shown
Treasurer..... Judy Jones, SR/WA
Secretary..... Fredrick "Fred" Easton, SR/WA
CEO Charlie Nobles
General Counsel Dave Arnold, Esq., SR/WA
Region 1 Chair..... Mike Flanagan, SR/WA
Region 3 Chair..... Dan Leshner, SR/WA
Region 4 Chair..... Ida Parrett, SR/WA
Region 6 Chair..... Wade Brown, SR/WA
Region 8 Chair..... James Hardy, SR/WA
Region 9 Chair..... Tony Pollack, SR/WA
Region 10 Chair..... Koby Godwin, SR/WA

Region Vice Chairs in Attendance:

Region 1 Vice Chair Raymond Mehler, SR/WA
Region 2 Vice Chair Erin Newberry, SR/WA *
Region 3 Vice Chair Carrol McCracken, SR/WA
Region 4 Vice Chair Derrick Roma, SR/WA

Region 5 Vice Chair William "Otto" Spence, SR/WA *
Region 6 Vice Chair Matt Harris, SR/WA
Region 7 Vice Chair Cyndi Whelpley, SR/WA*
Region 8 Vice Chair Jay Wong, SR/WA
Region 9 Vice Chair Richard Pittenridge, SR/WA
Region 10 Vice Chair ... Keith Turner, SR/WA

*Region Vice Chairs with voice and vote as acting Region Chairs during this meeting

Staff in Attendance:

Tim Drennan - Director of Field Operations
Rakhshan Mazarei – Chief Financial Officer
Jaime Rose Tieu – Manager – Field Operations

Human Resources 2020-2021 Budget Update

President Slauenwhite overviewed the current state of the budget as follows:

- \$50,000 budgeted for HR consulting services with Vantaggio HR, Ltd. (Vantaggio)
- Due to pandemic and other unforeseen circumstances, as of December 31, 2020, we have spent \$44,600
- The tasks completed to-date and anticipated tasks for the remainder of the fiscal year were reviewed. Some key remaining tasks for the year include staff performance reviews, hiring an accounting/HR manager, supporting the transition away from Insperity co-employer (several tasks), and COVID-19 continued protocol assistance

President Slauenwhite then presented the International Executive Committee (IEC) recommendation to increase the budget by \$32,000 to cover the anticipated tasks.

The Council had an open discussion on the recommendation, some topics included:

- Currently expenses are under budget as our incomes but net income is above budget so we are on track to not have this increase any loss on this year but there are still many unknowns given the pandemic
- A PPP loan was applied for last year and not achieved, but Vantaggio is assisting us in application for a new PPP loan
- HR budget in 2021-22 draft was discussed in general terms, will be less than this year but are some legal fees expected

MOTION: President Slauenwhite moved to increase the budget for Professional Consulting to a total of 94,000 for the 2020-2021 fiscal year, motion seconded by President Elect Farrell. President Slauenwhite called a roll-call vote. Motion was approved unanimously.

Bulk Education Program

President Slauenwhite presented some background on past bulk education contracts, where an employer (either agency or corporate) approaches IRWA and purchases a large volume of education and IRWA negotiates a discount for these bulk purchases. These generally varied from company to company. The IEC is seeking to develop an internal policy that will be more uniform. President Slauenwhite opened the floor to discussion, some items discussed:

- Should HQ/IEC Negotiate discounts that lower both chapter and HQ revenue?
- Should this be not just for large purchases but incentive for even small companies to increase their spending?
 - Maybe even for the individual
- Can we get a SWOT analysis?

Other Business

Treasurer Jones asked what the status of planned forums are, virtual or in person, each region commented as shown:

- Region 1 4/10 9am PDT virtual

- Region 2 & 6 4/02 8am CDT in person (joint forum) in New Orleans, LA
- Region 3 3/11 9am CST virtual
- Region 4 4/23 11am EDT virtual and in-person
- Region 5 4/24 10am CDT maybe in-person
- Region 7 4/09 9am PDT hybrid in Vancouver, WA
- Region 8 4/29 & 30 12pm EDT virtual
- Region 9 3/19 9am MDT virtual
- Region 10 4/23 am MDT virtual


Next IGC Meeting and Adjourn

The next IGC Meeting will be February 26 & 27, 2021. President Slauenwhite adjourned the meeting at 9:55 a.m. at completion of agenda.

Summary of major action items

WHO	WHAT	WHEN
Charlie	Proceed with HR contract amendment as needed	As needed

Respectfully submitted,


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

3-5-21
 Date