

**47<sup>th</sup> Annual Region 2  
2009 Refresher Seminar  
Forum Meeting Minutes**

**August 23, 2009**

**Location:**

Texas A&M Rudder Tower, College Station, Texas

**Greetings:** Wayne Goss, Chairman Region 2

**Call to Order:** Meeting called to order at approximately 9:00 A.M. by Wayne Goss, SR/WA

**Roll Call of Chapters:** Keith Core, Secretary Region 2

Present: Chapters **8** (Houston), **33** (Oklahoma), **35** (El Paso/Midland), **36** (Dallas), **39** (South Texas), **43** (Baton Rouge), **51** (Arkansas), **74** (Austin) and **75** (Shreveport) .  
Not present: Chapter **39A** (South Texas Valley). Roster on file.

**Region June Caucus Minutes:** Keith Core

The Region Minutes of the 2009 International Conference were distributed via email prior to the meeting. Each Chapter was asked to review the minutes, a question was called by Chairman Goss, a motion to accept minutes was made by Laurie Markoe and then seconded by Sue Finley and approved by the Region.

**Presentation:** Larry O'Neal

**Housekeeping Items:** Wayne Goss

Discussion re 2010 Winter Forum as per Sharon Yates, VP Chapter 43, host Chapter, confirmed dates of February 3<sup>rd</sup> - 5<sup>th</sup>, 2010 at Hotel Monteleone, New Orleans, La. Course on the 3<sup>rd</sup>, meeting on 4<sup>th</sup> and 5<sup>th</sup>. Registration will be through Houseman and Associates. For more information please go to [www.housmanandassociates.com](http://www.housmanandassociates.com)

Wayne then confirmed all Chapters had speakers for forthcoming workshops, all chapters responded in the affirmative. Wayne announced John McLerran would be presenting the invocation at the Members/Guests Awards Luncheon.

Steve Beck, Region 2 Vice Chairman, recognized International Executive Committee (IEC) committee members Lisa Harrison and Randy Williams. He then introduced



Daniel Stekol, IRWA Business Development Officer and Heather Morris, IRWA Education Program Manager.

Wayne requested that the Chapter Presidents provide a list of the names of the individuals to be recognized at the awards luncheon. Wayne then asked all past Region Chairmen to stand and be recognized; Larry O'Neal, Alan Wurtz and Gene Land were present. He then asked that all past International Presidents stand and be recognized; Gene Land and Alan Wurtz were present.

Wayne opened the floor to discussion:

Chapter 35, Doc Weathers discussed the Chapter's \$7,000.00 scholarship fund and distribution to six area folks; 2-\$2,500.00 and 4-\$500.00 scholarships. This year's Golf Tourney will be held on October 14 and 15 in Midland. In 2008 \$10,000.00 was raised though hole sponsorship.

Chapter 74, Ron Olderog discussed the September 11 Chapter's Eminent Domain Seminar and Golf Tournament to be held in conjunction with Chapter 39. John Reed advised that the Golf Tournament raises from \$5,000.00 to \$7,000.00 for the Make-A-Wish-Foundation.

Chapter 8, Laurie Markoe advised that funds in the amount of about \$13,000.00 from their May Golf Tournament go to the Laurel Recovery Center, a not for profit organization.

Chapter 33, Kevin Stout expressed his thanks to all those attending their Chapter course offerings in the past year. He advised that Chapter made a \$20,000.00 contribution to the IRWA Education Foundation. Tamara Benson discussed the Leadership Advisory Committee and the topic "What can the IRWA do for you as an incoming leader".

Lisa Harrison advised that the Region 2 Balfour Award finalists this year are Kevin Stout of Chapter 33 and Donnie Sherwood of Chapter 36.

**State of the Association:** Wayne Goss

Wayne discussed the Key Measures report which is provided for review at the forum. The report is updated monthly, emailed to the Region and Chapter leaders. The Report is posted to the HQ web site, under Leadership Resources.

**Branding and Marketing initiative:** Daniel Stekol

Daniel discussed member retention and acquisition. He advised that in last several months HQ launched an initiative to brand and reposition the IRWA among our constituents and in the profession. A national firm, Brand Endeavor, was retained to conduct surveys, interviews and to present a brand strategy for the Association. The



concept of “one uniform brand” is the goal and Member Acquisition and Retention is the focus. International on Oct 1 will conduct a member acquisition and member retention effort followed on October 15 by a similar letter to all Chapters.

**Education Coordination Roundtable Meeting:** Steve Beck

Steve gave an update on the Region Education program. He went through the course addition process and the requirement of coordinating the effort with the Region Vice Chairman. He advised that the education roundtable meeting with Heather Morris would be this afternoon at 1:30, Rudder Tower, Room 707.

**Certifications and Designations Task Force Update:** Heather Morris

Heather reviewed the current overview and discussed opportunities to create an open path for our members. She discussed a ten-year career path of continuing education, certification and designation for interested IRWA members. International Education Chairs have been asked to become more involved and to determine if additional certifications are needed.

**Facilitator Training and Chapter Assistance:** Wayne Goss

Wayne discussed the master facilitator training which took place in advance of this year’s Annual Conference, the Train the Trainer program. Wayne also advised the group that the Region Task Force met to discuss Chapter assistance guidelines and to update the existing Chapter assistance application form.

**Region Chair Task Force Report:** Wayne Goss

Wayne summarized the Region Chair task force meeting and recommendations flowing from that meeting. Alignment of our fiscal years, updating bylaws and strengthening support for chapter leadership was the focus. He advised that there is a strong push for consistent fiscal year reporting by all chapters and, while this is not a requirement, HQ asks that all chapters give this matter considerable thought and consideration.

**Region Website:** Keith Core

Keith gave a presentation and update to the attendees on the Region Web Site.

**Other:** Sue Finley

Sue discussed the TREC form and reminded all to get in touch with her with any questions. She will handle submission of the forms.



**FAU Event:** Wayne Goss

The event will be held January 26-28, 2010 in Las Vegas, Nevada. The 2010 event will be held in Washington, DC.

**Event Sponsors:** Wayne Goss

Wayne thanked the sponsors of the Golf Tournament, Seminar and Chairman's Reception. Without your and the Chapters support, participation and generosity the event would not be a success.

**Open Forum for Discussion:**

No further discussion

**Motion to Adjourn**

With no further business to discuss, a motion was made and seconded and passed. Meeting adjourned to the Region Winter Forum Meeting on February 4<sup>th</sup> and 5<sup>th</sup>, 2010, New Orleans, Louisiana.



## Luncheon Meeting Minutes

August 13, 2009 11:45 am to 1:15 pm

**Location:**

Texas A&M Duncan Dining Hall, College Station, Texas

**Greetings:** Wayne Goss, Chairman Region 2

Wayne recognized the past Region Officers and International Officers. IEC Officers in attendance were Randy Williams and Lisa Harrison.

**Golf Awards:** Rita Cavaness

Rita greeted all and extended thanks to June Housman and to the golfers. She presented the awards to the winners of the tournament.

**Region Awards:** Steve Beck

John Reed, Region Professional of the Year Award

Adjourn to afternoon workshops.

## De-briefing Minutes

**August 14, 2009 (12:00PM to 1:30PM)**

**Location:**

Texas A&M Rudder Tower, College Station, Texas

**Greetings:** Wayne Goss, Chairman Region 2

**Discussion 2008 Annual Seminar:** Wayne Goss

Wayne Goss opened the floor to discussion on the 2009 Seminar and asked for suggestions and ways to improve our program. Wayne advised that this year's attendance included 230 participants, up 50 from 2008.

The four primary workshop topics are Valuation, Highways, Pipeline and Relocation. John Reed asked the question, what about Environmental. Wayne advised we would stay with the four main topics and expand our program to include other new topics.

June Housman discussed the matter of speaker gifts and suggested we go with paper weights rather than gift cards. Next year she advised that we will open up the luncheon dining area and also will resolve any issues that arose this year regarding special needs transportation.

Joyce Montgomery commented on the Education Roundtable meeting and reported that the event and Heather Morris' presentation was very informative and offered a great learning opportunity to education coordinators. Wayne reminded the Chapter Officers to write Mark Rieck and thank him for allowing Heather to attend the seminar and be available for the Education and Professional Development Workshops.

Doc Weathers of Chapter 35 introduced the group to Steve Deffenbaugh who will be the Chapters new President.

Kelli McMahon asked if there was a business center available within Rudder Tower. June will look into the matter for the 2010 seminar.

Steve Beck advised the group that we need to tie down Region course presentations for 2010 and 2011. Chapters need to figure out what courses you wish to add and send the list to either him or Sue Finley. You will need to have the tentative information to Sue or Steve by October 1. Sue advised that Courses 103, 104, 200 and 600 were online. Sue and Steve will work on Course interest survey's in order to figure out what other courses can be held during the Texas A&M Education Seminar.

Larry Dupree and Donna Harrison suggested a 1 day 200 level course, i.e. 213.

Loni Mouton inquired as to what course would be the best fit for the Winter Forum. Wayne suggested that she get with Sue Finley. He also suggested that the Chapter pick out 3 or 4 Courses, narrow the choice down to one and to remember the 90 day HQ cutoff.

**2010 Workshops:** August 4, 5 and 6, 2010

**Chapter Workshop Assignments:**

Steve Beck “passed the hat” to each Chapter President to draw for selection of their 2009 refresher seminar workshop. The following resulted:

Chapter 8 – Opening Speaker

Chapter 33 – Valuation

Chapter 35 – Utilities

Chapter 36 – Pipeline

Chapter 39 – Relocation

Chapter 39 A

Chapter 43 – Highways

Chapter 51 - Environmental

Chapter 74 – LPA

Chapter 75 – Texas Real Estate Center – Mr. Gary Maler

**Thursday August 5, 2010 – Four (4) Workshops**

1:30 to 3:00pm

Chapter 33 – Valuation

Chapter 75 - Texas Real Estate Center

**Break**

3:30 to 5:00 pm

Chapter 36 – Pipeline

Chapter 74 – LPA

**Friday August 6, 2010 – Four (4) Workshops**

8:30 to 10:00 am

Chapter 39 – Relocation

Chapter 51 – Environmental

**Break**

Chapter 43 – Highways

Chapter 33 – Utilities

Keith Core asked that each Chapter to have a preliminary plan or draft of their workshop submitted to the Region by **February 4/5, 2010** and to be prepared for discussion of same at the Winter Forum. Chapters were asked have their speakers and Workshops finalized and submitted to Housman and Associates by **March 15, 2010**. Speaker forms are available directly from Housman and Associates for those ready to develop their programs. The forms will be sent out by the Region Secretary in November or December. The Chapters are asked to work with Keith, June, John and Ernie when developing their programs and also asked to begin workshop development as soon as possible. Our goal is to create new interest in Region 2 and the Seminar, increase participation through early advertisement of our workshops, allow outlying states in the Region and nationally to learn about the seminar well in advance of the month of August and in order to accomplish this we want the program brochure completed and available for advertisement and dispersal by **May 1, 2010**.

**Important Date to Remember (January 15, 2010):**

Keith Core reminded all Chapters to file their completed IRS tax forms with Fred Nasri at IRWA HQ no later than January 15, 2009 and to notify the Region that the task had been accomplished. Please contact Fred for assistance completing tax forms.

Additionally, each Chapter is to submit, via email to the Region Secretary, their completed 2009 Chapter Report and Chapter Leadership Report by **February 1, 2010**. Chapter Report and Leadership forms can be found on the IRWA web site. For further assistance Keith asked that Chapter officers contact him either by phone or email. (**February 1, 2010** is our milestone for delivery of your tax form(s) to IRWA HQ, Chapter Leadership Form to Region 2 and IRWA HQ and Chapter Report to the Region.)

**Winter Forum:** February 3, 4 & 5, 2010 New Orleans, LA. Wayne discussed the matter of the Winter Forums and reminded all that the host Chapters will cover the costs associated with the event. June will be making all arrangements, the hotel of choice for the 2010 Winter Forum is Hotel Monteleone. Kevin Stout of Chapter 33 offered to host the 2011 Winter Forum in Tulsa, Oklahoma.

June Housman asked if everyone liked this year's program. The group as a whole acknowledged in the affirmative and thanked June, John and Ernie for their hard work and a job well done



## **Motion to Adjourn**

Wayne Goss with no further business to discuss meeting adjourned to the Region Winter Forum Meeting in New Orleans, LA on February 4<sup>th</sup> and 5<sup>th</sup>, 2010.

Respectively Submitted,

A handwritten signature in black ink that reads "Byron Keith Core". The signature is written in a cursive style with a horizontal line underneath it.

Byron Keith Core, SR/WA  
Secretary, Region 2  
International Right of Way Association