



CHAPTER COMPLIANCE 2024 DUE DECEMBER 1, 2024

C094 LONG BEACH ORANGE COUNTY CHAPTER

Congratulations! Your NARPM 2024 Chapter Compliance Application form has been approved!

The chapter has met all recertification requirements and is fully certified.

Levels of Chapter Recertification

Full recertification

The chapter has met all recertification requirements, indicated by compliance with items listed on the certificate of compliance. Only fully certified chapters are eligible for Chapter Excellence Awards. Once recertified, an email will be sent.

Chapter in Review (Amended 2022)

Should the Chapter submittal display lack of submission of any items on the certificate of compliance. Chapters will have six (6) months from compliance deadline to restore their certification. NARPM® Board of Directors must confirm that a Chapter can be taken off Chapter in Review status.

A Chapter will be placed in **Chapter in Review/Conditional Compliance** if documents are not submitted by compliance deadline. Members of the chapter will not be notified when a Chapter is placed in conditional compliance. The chapter must meet the chapter compliance deadline for the following year.

De-certification

De-certification must be preceded by a period of Chapter in Review and indicates continued non-compliance of recertification requirements. NARPM Board of Directors must approve all de-certification of chapters.



National Association of Residential Property Managers

**CHAPTER COMPLIANCE 2024 due December 1, 2024
ATTENDANCE REQUIREMENTS MET in 2024**

C094 LONG BEACH ORANGE COUNTY CHAPTER

Compliance Question:

How many Chapter Leader Calls, hosted by RVPs, did the chapter president, or their representative, participate in? Your chapter president, or their representative, must attend at least two of these calls to obtain chapter compliance.

January 24, 2024, Attendee(s): Mike Dunfee

April 3, 2024, Attendee(s): did not attend

June 26, 2024, Attendee(s): did not attend

October 2, 2024, Attendee(s): did not attend

Chapter Bylaws Requirements for President and/or President-Elect to attend Chapter Leadership Meet-Up at Annual Convention on October 24, 2024, AND/OR Nuts and Bolts Virtual Session on November 21, 2024.

October 24, 2024, Attendee(s): did not attend

November 21, 2024, Attendee(s): did not attend

Levels of Chapter Recertification

Full recertification

The chapter has met all recertification requirements, indicated by compliance with items listed on the certificate of compliance. Only fully certified chapters are eligible for Chapter Excellence Awards, Chapter grants and Chapter incentives. Once recertified, an email will be sent.

Conditional Compliance/Chapter in Review

If documents are not submitted by compliance deadline, members of the Chapter will be notified when a Chapter is placed in conditional compliance/Chapter in Review. The Chapter must meet full recertification by the Chapter compliance deadline for the following year.

De-certification

De-certification must be preceded by a period of Conditional Compliance/Chapter in Review and indicates continued non-compliance of recertification requirements. NARPM's Board of Directors must approve all de-certifications of Chapters.

A timeline was established for Chapter Recertification:

December 1 - DEADLINE to submit Chapter Compliance Certification to NARPM staff. Compliance status update of Chapters will be provided to RVPs.

February 1 - March 31 – RVP works with NARPM staff to get Chapter certifications completed and turned in. Updated list of Chapters in conditional compliance/Chapter in review status will be sent to RVPs regularly.

Beginning in April - A list of Chapters in conditional compliance/Chapter in review status will be included in Highlights to members.

Beginning of May - Email from President to members of all Chapters who have not responded to Chapter certification notifying them the Chapter is in conditional compliance/Chapter in review status.

June Board Meeting - Chapters are decertified, and all members are notified by email with a list of all current NARPM chapters and they are placed as at-large members until such time they choose another Chapter.

Chapter Name

Long Beach / Orange County

Name of person submitting Chapter Compliance documents

Ximena Candia

Email

remoteprof01@gmail.com

1. Has your Chapter made any changes to your bylaws since last year's compliance submission?

NO

2. Has your Chapter made any changes to your Articles of Incorporation since last year's compliance submission?

NO

3. File Upload - 2024 Proof of Current State with Chapter's State (State Corporation Filings)



3. Long Beach - Proof of Good Standin....pdf

4. File Upload - 2023 Chapter Tax Return



4. 2023 LONG BEACH ORANGE COUN... .pdf

5. File Upload - 2024 Chapter's Profit & Loss Statement



5. Long Beach - Profit and Loss State... .pdf

6. File Upload - 2025 Chapter Budget



6. Long Beach_Orange County 2025 B... .pdf

7. How many 2024 Chapter Leader Calls, hosted by RVPs, did the Chapter president, or their representative, participate in?

2

8. How many Membership Meetings did your Chapter hold in 2024?

More than 4

File Upload - 2024 Membership Meetings



8. Long Beach - 2024 Membership Me... .pdf

9. How many Board of Directors/Executive Committee Meetings were held in 2024?

more than 4

File Upload - 2024 Board of Directors Meeting Minutes



011924 NARPM Long Beach-Orange... .docx



051724 NARPM Long Beach-Orange... .docx



022324 NARPM Long Beach-Orange... .docx



082324 NARPM Long Beach-Orange... .docx



071924 NARPM Long Beach-Orange... .docx



090624 NARPM Long Beach-Orange... .docx



092024 NARPM Long Beach-Orange... .docx



101824 NARPM Long Beach-Orange... .docx

10. File Upload - 2025 Chapter Leadership Names



10. Long Beach 2025 Board of Directo... .pdf

11. File Upload - 2024 Proof of Elections



11. Long Beach Proof of Elections.pdf



BA20240994623



STATE OF CALIFORNIA
Office of the Secretary of State
STATEMENT OF INFORMATION
CA NONPROFIT CORPORATION

California Secretary of State
1500 11th Street
Sacramento, California 95814
(916) 657-5448

For Office Use Only

-FILED-

File No.: BA20240994623

Date Filed: 5/21/2024

B2756-6833 05/21/2024 1:32 PM Received by California Secretary of State

Entity Details							
Corporation Name		LONG BEACH/ORANGE COUNTY CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS					
Entity No.		3902124					
Formed In		CALIFORNIA					
Street Address of California Principal Office of Corporation							
Street Address of California Office		None					
Mailing Address of Corporation							
Mailing Address		11325 LA MIRADA BLVD WHITTIER, CA 90604					
Attention							
Officers							
Officer Name		Officer Address		Position(s)			
ADAM ROBERTS		11325 La Mirada Blvd Whittier, CA 90604		Chief Financial Officer			
DANIEL CASADO		11325 La Mirada Blvd Whittier, CA 90604		Secretary			
MIKE DUNFEE		11325 LA MIRADA BLVD WHITTIER, CA 90604		Chief Executive Officer			
Additional Officers							
Officer Name		Officer Address		Position		Stated Position	
None Entered							
Agent for Service of Process							
Agent Name		MIKE DUNFEE					
Agent Address		11325 LA MIRADA BLVD WHITTIER, CA 90604					
Email Notifications							
Opt-in Email Notifications		Yes, I opt-in to receive entity notifications via email.					
Electronic Signature							
☒ By signing, I affirm that the information herein is true and correct and that I am authorized by California law to sign.							
Mary K Tapa				05/21/2024			
Signature				Date			

Form **990-N****Electronic Notice (e-Postcard) for
Tax-Exempt Organization Not Required to File
Form 990 or 990-EZ****2023**

Electronic Filing Only – Do Not Mail

For the 2023 calendar year, or tax year beginning 1/01, 2023, ending 12/31, 2023

Check if applicable

☐ Termination**Organization name and address**LONG BEACH ORANGE COUNTY CHAPTER OF THE
NARPM
11325 La Mirada Blvd
Whittier, CA 90604**Employer identification number**

81-3972912

Telephone Number

310 422-8211

**Other names the
organization uses****Website:>****Check >** ☒ if the organization's gross receipts are normally not more than \$50,000 (\$5,000 for a 509(a)(3) supporting organization)**Principal Officer
Information****Name**

Michal Vaakil

Address11325 La Mirada Blvd
Whittier, CA 90604

Form 990-N, also known as the e-Postcard, must be filed
electronically with the Internal Revenue Service. There will be no
paper form accepted by the Internal Revenue Service.

Do Not mail this form to the Internal Revenue Service.

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NARPM LB/OC Chapter

Profit and Loss by Tag Group

January - October, 2024

	TOTAL
Revenue	
Affiliate Member	1,680.00
Corporate Membership	2,000.00
Cover Charge Income	50.00
Sponsorship Income	2,700.00
Total Revenue	\$6,430.00
GROSS PROFIT	\$6,430.00
Expenditures	
Advertising/Promotional	824.00
Dues & Subscriptions	159.90
General Meetings	
General Meetings - Venue	1,140.00
Total General Meetings	1,140.00
Internet & Website Service	600.00
Legal & Professional Fees	600.00
QuickBooks Payments Fees	707.87
Subscription Services	
Google Workspace	224.47
Total Subscription Services	224.47
Taxes & Licenses	40.00
Total Expenditures	\$4,296.24
NET OPERATING REVENUE	\$2,133.76
NET REVENUE	\$2,133.76

NARPM Long Beach/Orange County 2025 Budget														
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	
Income														
Affiliate Dues	\$840.00												\$840.00	6 affiliates (\$140 each)
Corporate Membership	\$1,000.00												\$1,000.00	4 corporate sponsors (\$250 each)
Grants from National											\$500.00		\$500.00	
Social Party Tickets												\$2,400.00	\$2,400.00	\$60/person x 40 ppl
Social Party Sponsorships												\$1,200.00	\$1,200.00	
Monthly Meeting Charge	\$450.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00		\$3,150.00	\$15/person x 20 ppl
Monthly Sponsorship	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00		\$1,375.00	
Total Budgeted Income	\$2,415.00	\$425.00	\$425.00	\$125.00	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00	\$925.00	\$3,600.00	\$10,465.00	
Expense														
Accounting/Tax Prep	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$480.00	
Constant Contact	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$840.00	
QuickBooks	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$660.00	
Bank Charges	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$180.00	
BOD Meetings													\$0.00	
Charitable Contributions													\$0.00	
Holiday Party												\$3,400.00	\$3,400.00	40x\$85 cost
Miscellaneous	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$180.00	
Monthly Meal Charge													\$0.00	
Taxes/Licenses					\$500.00								\$500.00	
Website	\$200.00												\$200.00	
Travel									\$500.00				\$500.00	Assistance for Pres to attend NARPM Conf
Total Budgeted Expense	\$395.00	\$195.00	\$195.00	\$195.00	\$695.00	\$195.00	\$195.00	\$195.00	\$695.00	\$195.00	\$195.00	\$3,595.00	\$6,940.00	
Total Budgeted Income	\$2,415.00	\$425.00	\$425.00	\$125.00	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00	\$925.00	\$3,600.00	\$10,465.00	
Total Budgeted Expense	\$395.00	\$195.00	\$195.00	\$195.00	\$695.00	\$195.00	\$195.00	\$195.00	\$695.00	\$195.00	\$195.00	\$3,595.00	\$6,940.00	
Net Operating Income	\$2,020.00	\$230.00	\$230.00	-\$70.00	-\$270.00	\$230.00	\$230.00	\$230.00	-\$270.00	\$230.00	\$730.00	\$5.00	\$3,525.00	



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY CHAPTER

2024 Membership Meetings

NARPM LONG BEACH/ORANGE COUNTY

**2023 Legal Updates
for Property
Management**

Tracey Merrell, Managing Partner of
Education for Kimball, Tirey & St. John LLP

THURSDAY
JANUARY 18, 2024
12PM – 1PM



 VIA ZOOM

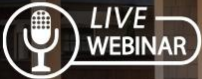


NARPM LONG BEACH/ORANGE COUNTY

**TIPS AND
PERSPECTIVE**

On
**BUYING & SELLING A
PROPERTY MANAGEMENT
BUSINESS**

*Thursday
February 22, 2024
12pm – 1pm*

 LIVE
WEBINAR



Korbin Duley





OUR SPEAKERS



**MICHELLE
VAAKIL**
EGL PROPERTIES



**SCOTT
BRADY**
PROGRESSIVE PM



**CHRISTIE
SLATCHER**
JAMISON MANAGEMENT



**CHARLES
CHANG**
CMC REALTY & PM



VIRTUAL MEETING

RECAP: CALNARPM & BROKER/OWNER CONFERENCES



**25
April,
2024**
—
12:00pm



Speaker

Scott Brady

THE COMMISSION LAWSUIT SETTLEMENT OPPORTUNITY OR THREAT FOR PROPERTY MANAGEMENT?



Thursday, May 16



12:00 pm – 1:00 pm



Virtual Meeting



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY CHAPTER



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY CHAPTER

Summer Social

THURSDAY, JUNE 6

LONG BEACH YACHT CLUB

6201 Appian Way, Long Beach, CA 90803

VIRTUAL MEETING

RESIDENT BENEFIT PACKAGES

WHAT EVERY PM
COMPANY NEEDS
TO KNOW

 JULY 18, 2024

 12:00 PM

PRESENTED BY

**second
nature**

SPEAKER



KIMBERLY GODSEY

California's Insurance Crisis

What's Really Happening & What Affects PM Companies

Speaker: Stan Dreckman of
Huggins Dreckman Insurance

 August 15th, 2024

 12:00 pm to 1:00 pm

 Zoom





National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY CHAPTER



BALCONY INSPECTION LAWS

Everything you need to
know to comply with
the new requirements

Helen Fower
Director of One Structural, Inc.

September 19, 2024 | 12:00 pm - 1:00 pm PT



National Association of Residential Property Managers
LONG BEACH / ORANGE COUNTY CHAPTER

THE CHAMPIONSHIP FORMULA:

How to Transform Your Property
Management Company for
Lasting Success

WITH TONY CLINE



 **October 17, 2024**
12 pm - 1 pm PT



Board of Directors Meeting Minutes

Date: January 19, 2024

Location: Zoom

Start time: 12:02 PM

Attendance: Mike Dunfee, Korbin Dulay, Michelle Vaakil, Adam Roberts, Stan Dreckman, Daniel Casado, Charles Chang, Ximena Candia

Agenda Item I. Old business

- January Chapter Meeting:
 - Board agreed the meeting went well, especially regarding attendance.
 - Michelle proposed charging more for next year's Legal Update Seminar, considering how many people are interested, and have it be longer; the board agreed.
 - Ximena will send Tracey's slides to members.

Agenda Item II. New business

- February Chapter Meeting:
 - Board discussed when and where to have the meeting.
 - Date: February 22, from 11:30 am to 1:00 pm
 - Location: Korbin will call the venue to ask about the menu options.
 - Mike will talk to Scott about who's going to be the speaker.
 - The board agreed that the email with Tracey's slides should also announce February's chapter meeting and promote CALNARPM.
 - Ximena will draft the email and send it to Korbin, Daniel and Mike; once approved it will go out to all NARPM members in the area.

Other Items of Discussion

- Chapter's marketing:
 - Board discussed how long to keep using Laurie Lindsay for marketing.
 - The board agreed she should handle the marketing for the next meeting, and until Ximena has everything necessary to take over those tasks.
 - Daniel gave Ximena the chapter's Constant Contact account credentials.
 - The board agreed to add all NARPM members in the southern California area to the mailing list.

Next membership meeting: February 22, 2024

Next board meeting: February 23, 2024

End time: 1:03



Board of Directors Meeting Minutes

Date: February 23, 2024

Location: Zoom

Start time: 1:35 PM

Attendance: Mike Dunfee, Korbin Dulay, Michelle Vaakil, Stan Dreckman, Daniel Casado, Charles Chang, Josue Barrios, Ximena Candia

Agenda Item I. Old business

- February Chapter Meeting:
 - 35 attendees for “Tips and Perspective on Buying and Selling a Property Management Business”
 - Pricing increased to \$20 for members and \$30 for non-members
 - Ximena to send out an email thanking everyone who signed up/paid and include a link to zoom recording

Agenda Item II. New business

- March Chapter Meeting:
 - Board agreed to have a meet-up at the CALNARPM Conference instead of planning a separate chapter meeting.
 - Ximena to send out an email to all members (1) recapping/highlighting previous meeting and (2) mentioning the CAL NARPM social meet up on 3/28 at 5:30pm & incorporating RSVP component so we can get an idea on # joining (location TBD but will be onsite)
 - Ideally would like to identify a sponsor to help underwrite
- April Chapter Meeting
 - Given NARPM Broker/Owner, the board decided on 4/25 for the next chapter meeting.
 - Meeting to take place via Zoom.
 - Need to determine sponsor and speaker/topic.
- Quarterly Networking Event
 - Given that we plan to currently host all chapter meetings via Zoom, we agreed to schedule quarterly networking events. Thought is for this to be more informal at a restaurant/bar but interactive and with 2 sponsors per event (no formal time to present just an opportunity to network with vendors)
 - Next Networking Event: June 2024
 - Location/Timing: TBD

Other Items of Discussion

- Chapter’s marketing:



National Association of Residential Property Managers

LONG BEACH / ORANGE COUNTY CHAPTER

- Discussed that Ximena can handle moving forward and to provide Lori 30-day notice
- NARPM Bookkeeping
 - Discussed moving to utilization of NARPM remote bookkeeper to handle chapter books instead of Michelle's bookkeeper.

Next membership meeting: CALNARPM Meet-Up, March 28, 2024

Next board meeting:

End time: 2:20 pm



Board of Directors Meeting Minutes

Date: May 17, 2024

Location: Zoom

Start time: 1:00 PM

Attendance: Mike Dunfee, Korbin Dulay, Michelle Vaakil, Stan Dreckman, Daniel Casado, Charles Chang, Josue Barrios, Ximena Candia

Agenda Item I. Old business

- May Chapter Meeting:
 - 22 attendees for “The Commission Lawsuit Settlement...”
 - Ximena to send out an email thanking everyone who signed up/paid and include a link to zoom recording

Agenda Item II. New business

- June Summer Social:
 - Board agreed to have a board meeting right before the mixer, at 5:00 pm. Ximena to send out calendar invites.
 - Sponsors so far:
 - Second Nature
 - Jim’s Floor Covering
 - Genesis Bank
 - SERVPRO of Cerritos
 - Huggins Dreckman Insurance Agency
 - Daniel will handle check-ins and at-door payments.
 - Registration list should include name of person attending, not just the name of the person who paid the ticket.
 - Michelle will reach out to vendors about the raffle.
- Chapter Excellence
 - Ximena will reach out to NARPM California State to get a list of attendees.
 - Double check with NARPM National about Broker/Owner attendance.
 - The chapter needs to be in compliance to apply for Excellence; Adam will reach out to Mary Tapa to ask for the 2022 Tax Return.

Next membership meeting: Summer Social, June 6, 2024

Next board meeting: June 6, 2024

End time: 1:56



Board of Directors Meeting Minutes

Date: July 19, 2024

Location: Zoom

Start time: 12:06 PM

Attendance: Mike Dunfee, Korbin Dulay, Michelle Vaakil, Adam Roberts, Ximena Candia

Agenda Item I. *Old business*

- July Chapter Meeting:
 - 28 attendees for “RBP - What every PM company needs to know”.

Agenda Item II. *New business*

- August Chapter Meeting:
 - Possible date: August 15
 - Adam suggested balcony inspections as a possible topic. Korbin and Adam will reach out to possible speakers.
- Chapter Elections
 - Ximena will send out a call for nominations to members.
- National Convention
 - Board agreed to apply for the travel grant. Ximena will help with the application.
- September Social
 - Mike will email all board members to discuss possible September Social.

Next membership meeting: August 15, 2024 (possible)

Next board meeting: August 16, 2024 (possible)

End time: 12:46 pm



Board of Directors Meeting Minutes

Date: August 23, 2024

Location: Zoom

Start time: 12:07 PM

Attendance: Mike Dunfee, Daniel Casado, Scott Brady, Josue Barrios, Stan Dreckman, Korbin Dulay, Michelle Vaakil, Charles Chang, Adam Roberts, Ximena Candia

Agenda Item I. Old business

- June Chapter Meeting:
 - 23 registrants for “California’s Insurance Crisis: What’s Really Happening and What Affects Property Management Companies”.

Agenda Item II. New business

- September Chapter Meeting:
 - Date: September 19
 - Possible topics: balcony inspections, rent control, commissions. Korbin, Adam and Daniel will reach out to possible speakers for the balcony topic.
- 2024 Upcoming Meetings/Events
 - October: Virtual meeting, topic TBD
 - November: No meeting
 - December: Holiday Party - December 5th, 5:30 pm to 8:30 pm.
- Chapter Elections
 - Email call for nominations to members more frequently.
- National Convention
 - Board agreed to apply for the travel grant. Ximena will help with the application.

Next membership meeting: September 19, 2024

Next board meeting: September 6, 2024 (Topic: Elections)

End time: 12:55 pm



Board of Directors Meeting Minutes

Date: September 6, 2024

Location: Zoom

Start time: 12:02 PM

Attendance: Mike Dunfee, Josue Barrios, Stan Dreckman, Michelle Vaakil, Charles Chang, Ximena Candia

Agenda Item I. Old business

- September Chapter Meeting:
 - Helen Fower is willing to be the speaker. Mike will reach out to confirm and get her bio, headshot and topic description to start the marketing.
 - Huggins Dreckman Insurance will sponsor the meeting.
- Chapter Affiliates
 - KTS hasn't paid their affiliate membership. Michelle will reach out to them.

Agenda Item II. New business

- Chapter Elections
 - Kerry Vanderwaag nominated herself for the role of Secretary. Board needs to reach out to her.
 - Currently, the proposed slate is as follows:
 - President-Elect: Josue or Korbin
 - Secretary: Kerry
 - Treasurer: Michelle
 - Directors-At-Large*: Charles, Scott, Adam, and Josue or Korbin
 - Affiliate Chair*: Stan
 - *If willing to serve; not elected positions
 - **NEEDED: New Member Mentor**

The following positions will be automatically filled:

- President: Daniel
- Past President: Mike
- Leadership training for the upcoming president and president-elect
 - Upcoming President: 2025 Chapter President Meet-Up at Annual Convention, October 24, 3:30pm Eastern - Not Required
 - Upcoming President and/or President-Elect: Virtual Chapter Leadership Training "Nuts and Bolts", November 21, 2:00pm Eastern - **Required**

Next membership meeting: September 19, 2024

Next board meeting: September 20, 2024

End time: 12:50 pm



Board of Directors Meeting Minutes

Date: September 20, 2024

Location: Zoom

Start time: 12:03 PM

Attendance: Mike Dunfee, Daniel Casado, Josue Barrios, Adam Roberts, Charles Chang, Korbin Dulay, Stan Dreckman, Ximena Candia

Agenda Item I. Old business

- Chapter Elections
 - No positions were contested. The proposed slate is:
 - President: Daniel Casado
 - President-Elect: Korbin Dulay
 - Secretary: Kerry Vanderwaag
 - Treasurer: Michelle Vaakil
 - Directors-At-Large: Charles Chang, Scott Brady and Josue Barrios
 - Affiliate Chair: Stan Dreckman
 - New Member Mentor: Adam Roberts
 - Past President: Mike Dunfee
 - Motion to approve slate by Korbin, 2nd by Daniel, approved unanimously.

Agenda Item II. New business

- October Chapter Meeting
 - Date: October 17
 - Speaker: Mike will reach out to Tony Cline
- Holiday Party
 - Date: December 5th, 5:30 pm to 9:00 pm.
 - Board meeting will take place from 5:00 pm to 5:30 pm.
 - Chapter will apply for the Growth Grant. A \$500 deposit needs to be made to the venue for the chapter to be able to submit the application.
 - Sponsorships: Board discussed having two types of sponsorships:
 - \$300 sponsorship - Includes company logo on the event flier and two entry tickets. Sponsors must also bring raffle prizes.
 - \$750 sponsorship - Includes company logo on the event flier, two entry tickets and opportunity to speak at the party. Sponsors must also bring raffle prizes.

Next membership meeting: October 17, 2024

Next board meeting: October 18, 2024

End time: 12:53 pm



Board of Directors Meeting Minutes

Date: October 18, 2024

Location: Zoom

Start time: 12:05 PM

Attendance: Mike Dunfee, Daniel Casado, Josue Barrios, Stan Dreckman, Michelle Vaakil, Scott Brady, Korbin Duley, Adam Roberts

Agenda Item I. *Old business*

- October Chapter Meeting:
 - 25 registration for “The Championship Formula: How to Transform Your Property Management Company for Lasting Success” with Tony Cline.
 - Board discussed having Tony back as the speaker for one of next year’s meetings.
- Holiday Party
 - \$300 sponsorships:
 1. ServPro of Cerritos/Hawaiian Gardens
 2. Genesis Bank
 3. Huggins Dreckman Insurance
 4. PuroClean

Agenda Item II. *New business*

- Chapter Compliance
 - Pending items:
 1. Proof of chapter's good standing in its state
 2. 2024 Profit and Loss Statement
 3. 2025 Budget

Next membership meeting: December 5, 2024 (Holiday Party)

Next board meeting: December 5, 2025, 4:15 pm (before the Holiday Party)

End time: 12:45 pm



Board of Directors Meeting Minutes

Date: December 11, 2023

Location: Zoom

Start time: 12:02PM

Attendance: Mike Dunfee, Scott Brady, Adam Roberts, Josue Barrios, Stan Dreckman, Ximena Candia

Compliance pending items:

- 2024 Budget
- 2022 Tax return
 - o Ximena will send Michelle a reminder about compiling these documents.

Marketing:

- Board discussed if it's necessary to keep using Laurie Lindsay for marketing efforts.
 - o Ximena can design the flyers and create the Constant Contact campaigns to market chapter events.
 - o Adam will verify how the registration payments are processed before deciding if the chapter will rescind from Laurie's services.

Meetings:

- Adam will give Mike the credentials for chapter's Zoom account.
 - o Ximena will send over info about paying for the account with one of the grants NARPM offers.
- Mike is working on getting a sponsor for January's meeting.
 - o Mike proposed inviting members from other chapters in California.
 - Ximena will pull a member's at-large in state roster to have a list of potential invitees.

Affiliates:

- The Board discussed affiliate fees for next year.
 - o Annual membership: \$250.00
 - o Sponsorship for monthly meetings: \$125.00

Next membership meeting: January 17, 2024

Next board meeting: January 18, 2024

End time: 12:33PM



2025 Board of Directors

President: Daniel Casado

President-Elect: Korbin Dulay

Past President: Mike Dunfee

Secretary: Kerry Vanderwaag

Treasurer: Michelle Vaakil

Directors-At-Large: Charles Chang, Scott Brady and Josue Barrios

Affiliate Chair: Stan Dreckman

New Member Mentor: Adam Roberts



Board of Directors Meeting Minutes

Date: September 20, 2024

Location: Zoom

Start time: 12:03 PM

Attendance: Mike Dunfee, Daniel Casado, Josue Barrios, Adam Roberts, Charles Chang, Korbin Dulay, Stan Dreckman, Ximena Candia

Agenda Item I. *Old business*

- Chapter Elections
 - No positions were contested. The proposed slate is:
 - President: Daniel Casado
 - President-Elect: Korbin Dulay
 - Secretary: Kerry Vanderwaag
 - Treasurer: Michelle Vaakil
 - Directors-At-Large: Charles Chang, Scott Brady and Josue Barrios
 - Affiliate Chair: Stan Dreckman
 - New Member Mentor: Adam Roberts
 - Past President: Mike Dunfee
 - Motion to approve slate by Korbin, 2nd by Daniel, approved unanimously.

Agenda Item II. *New business*

- October Chapter Meeting
 - Date: October 17
 - Speaker: Mike will reach out to Tony Cline
- Holiday Party
 - Date: December 5th, 5:30 pm to 9:00 pm.
 - Board meeting will take place from 5:00 pm to 5:30 pm.
 - Chapter will apply for the Growth Grant. A \$500 deposit needs to be made to the venue for the chapter to be able to submit the application.
 - Sponsorships: Board discussed having two types of sponsorships:
 - \$300 sponsorship - Includes company logo on the event flier and two entry tickets. Sponsors must also bring raffle prizes.
 - \$750 sponsorship - Includes company logo on the event flier, two entry tickets and opportunity to speak at the party. Sponsors must also bring raffle prizes.

Next membership meeting: October 17, 2024

Next board meeting: October 18, 2024

End time: 12:53 pm