



CHAPTER COMPLIANCE 2024 DUE DECEMBER 1, 2024

C019 MARIN & SONOMA 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**

C019 MARIN & SONOMA 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): Jennifer Rihl

April 3, 2024, Attendee(s): Jennifer Rihl

June 26, 2024, Attendee(s): Jennifer Rihl

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): Jaidene James

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

Marin & Sonoma

Name of person submitting Chapter Compliance documents

Hazel Meraz

Email

remoteprof03@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)



Pending.docx

4. File Upload - 2023 Chapter Tax Return



Pending_7474.docx

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



Pending_6454.docx

6. File Upload - 2025 Chapter Budget



Pending_6336.docx

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. Chapter meeting agendas-2024120... .zip

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

4

File Upload - 2024 Board of Directors Meeting Minutes



9. BOD Meeting agendas-20241201T0... .zip

10. File Upload - 2025 Chapter Leadership Names



10. 2025 BOD Listing.docx

11. File Upload - 2024 Proof of Elections



Pending_5176.docx

California
Secretary of State

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Advanced Search

An Advanced search is required when searching for publicly traded disclosure information or a status other than active.

An Advanced search allows for searching by specific entity types (e.g., Nonprofit Mutual Benefit Corporation) or by entity groups (e.g., All Corporations) as well as searching by ?begins with? specific search criteria.

Disclaimer:

Search results are limited to the 500 entities closest matching the entered search criteria. If your desired search result is not found within the 500 entities provided, please refine the search criteria using the Advanced search function for additional results/entities. The California Business Search is updated as documents are approved. The data provided is not a complete or certified record.

Although every attempt has been made to ensure that the information contained in the database is accurate, the Secretary of State's office is not responsible for any loss, consequence, or damage resulting directly or indirectly from reliance on the accuracy, reliability, or timeliness of the information that is provided. All such information is provided "as is." To order certified copies or certificates of status, (1) locate an entity using the search; (2)select Request Certificate in the right-hand detail drawer; and (3) complete your request online.

marin sonoma chapter

Advanced

Results: 2

Entity Information	Initial Filing Date	Status	Entity Type	Formed In	Agent
MARIN & SONOMA CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDENTIAL PROPERTY MANAGERS, INC. (3217745)	07/09/2009	Active	Nonprofit Corporation - CA - Mutual Benefit	CALIFORNIA	CAROLYN M GAVRILOFF

Request Certificate

Initial Filing Date

07/09/2009

Status

Active

Standing - SOS

Good

Standing - FTB

Good

Standing - Agent

Good

Standing - VCFCF

Good

Formed In

CALIFORNIA

Entity Type

Nonprofit Corporation - CA - Mutual Benefit

Principal Address

221 PETALUMA BOULEVARD SOUTH
PETALUMA, CA 94952

Mailing Address

221 PETALUMA BOULEVARD SOUTH
PETALUMA, CA94952

Statement of Info Due Date

07/31/2023

Agent

Individual
CAROLYN M GAVRILOFF
221 PETALUMA BOULEVARD SOUTH
PETALUMA, CA 94952

57°F
Cloudy

Search

10:38 AM
5/7/2025

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MARIN & SONOMA CHAPTER OF THE NATIONAL ASSN OF RESIDENTIAL PROP

MARIN-SONOMA CHAPTER OF THE NATIONAL ASSOCIATION OF RESIDENTIAL

Determination Letter

A favorable determination letter is issued by the IRS if an organization meets the requirements for tax-exempt status under the Code section the organization applied.

Final Letter(s)

- [FinalLetter_80-0553206_MARIN&SONOMACHAPTEROFTHE NATIONALASSNOFRESIDENTIALPROP_05122010_01.tif](#)
- [FinalLetter_80-0553206_MARIN-SONOMACHAPTEROFTHE NATIONALASSOCIATIONOFRESIDENTIAL_07172012_01.tif](#)

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

^ Tax Year 2023 Form 990-N (e-Postcard)

Tax Period:

2023 (01/01/2023-12/31/2023)

EIN:

80-0553206

Organization Name (Doing Business as):

MARIN-SONOMA CHAPTER OF NATL ASSOC OF RESIDENTIAL PROPERTY MGRS
INC

Mailing Address:

221 PETALUMA BLVD S
PETALUMA, CA 94952
United States

Principal Officer's Name and Address:

Carolyn Gavriloff
221 PETALUMA BLVD S
PETALUMA, CA 94952
United States

Gross receipts not greater than:

\$50,000

Organization has terminated:

No

Website URL:

Westgate Real Estate

Beginning Balance	1960.81	01/01/2024
Lunch Fees	-5891.39	
Bank Fees	-45	
Board member appreciatio	-245	
Supplies	-95.05	
Speakers	-500	
Holiday Party	-500	
Total Expense	-7276.44	
Vendor Fees	2000	
Lunch fees	6518.44	
Profit	1242	
Ending Balance	3203.13	12/03/2024

	2025 Budget
3203.13	Begginng Balance
-150	marketing material
-1000	Speakers
-1500	Travel Costs state
-500	Holiday party
-150	Supplies, stand, card
2500	Vendors fees
-7200	Lunch fees
10000	Lunch payments
-800	Member Appreciation
-250	Tax Filling
4153.13	Ending Balance



Chapter Meeting Agenda

Thursday, January 18, 2024

Poppy Bank Epicenter, 3215 Coffey Ln, Santa Rosa, CA 95403

1. Welcome Members and Guests

2. Purpose and Overview

- a. Mission: NARPM exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community
- b. Vision: Property management professionals will be recognized as the keystone of successful real estate investing.
- c. Antitrust Statement: See below.

3. Introductions

4. Code of Ethics and Standards of Professionalism:

Article 2: Discrimination

The Property Manager shall not discriminate in the management, rental, lease, or negotiation for real property, shall operate consistent with fair housing laws and regulations and shall comply with all federal, state, and local laws concerning discrimination.

Standards of Professionalism

2-2 The Property Manager shall not deny service to any person due to race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity.

5. Announcements

a. Itinerary for 2024:

January: Franchise Tax Board

February: Mold Training- Led by Bravo Restoration

March: CALNARPM - No chapter meeting

April: Fair Housing

May: Legislative Update

June: Vendor Jeopardy

July: Attorney Panel

August: Member Appreciation

September: Designation Class

October: Horror Stories of Property Management

November: Local Vendor Trade Show

December: Holiday Party

- **Meetings RSVP/Fees:** Our luncheon fees have increased this year to \$45 per person as our costs have increased. Please also make sure to pay attention to the RSVP date on the Evite for our monthly chapter meetings/luncheons. Due to the venue restrictions, we must have an accurate headcount no sooner than the Monday prior to the event. If you do not RSVP by the cutoff date, you will be turned away at the door. We apologize for any inconvenience this may cause, but if we have more attendees than planned for, there will not be enough food for everybody. Additionally, if you RSVP but fail to show, we will need to invoice you for the luncheon as the chapter will still have to pay the venue for the headcount provided.
- **Vendor Affiliates:** Your vendor affiliate dues of \$350 will be due before or on this first meeting. If you would like the opportunity to present at one of our meetings for 15 minutes to showcase your company/services, you can do so by paying a discounted \$150 this month or at the door and we will schedule you for one of the 10 available meetings. First come, first serve as there are only 10 spots available throughout the year. If you do not reserve a spot by our first meeting and if there are any available spots, the price to present at a meeting will increase to \$200.
- **Payment:** We are pleased to announce that we now have the ability to accept payment via credit card(debit cards can be used but charged as credit) at the door, in addition to accepting checks or money orders. There will be a \$1.50 convenience fee for credit card payments per person for the luncheon fees or a 4% convenience fee for any payments exceeding \$45.
- **Suggestion box:** We will now be having a suggestion box at the registration table at all luncheons moving forward. If you have a particular topic you would like to learn more about or an idea for the chapter, please make sure to fill out a comment card!

b. Guest Speaker: Sonia Caramazza, Education & Outreach Specialist CA Franchise Tax Board

Antitrust statement: It is the policy of NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates, fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. NARPM® shall not restrict members' ability to solicit competitors' clients. NARPM shall not restrict members' ability to advertise for business, provided the advertising is not false, deceptive or otherwise illegal.



Chapter Meeting Agenda

Thursday, February 15, 2024

Poppy Bank Epicenter, 3215 Coffey Ln, Santa Rosa, CA 95403

1. Welcome Members and Guests

2. Purpose and Overview

- a. Mission: NARPM exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community.
- b. Vision: Property management professionals will be recognized as the keystone of successful real estate investing.
- c. Antitrust Statement: See below.

3. Introductions

4. Code of Ethics and Standards of Professionalism:

Article 3: Responsibility to client

The Property Manager shall serve the Client and act in the best interests of the Client.

Standards of Professionalism

3-1 The Property Manager shall use written agreements, and written extensions, if required, outlining all responsibilities and fees, if any.

3-2 The Property Manager shall communicate regularly with the Client, either orally or in writing and shall provide the Client with written reports as needed and as agreed between all parties.

3-3 On behalf of the Client, the Property Manager shall review and verify all Tenant applications to determine the applicant's ability to pay rental fees and to assess the likelihood that the applicant will comply with all provisions of the rental agreement.

3-4 The Property Manager shall accept no commissions, rebates, profits, discounts, or any other benefit which has not been fully disclosed to and approved by the Client.

3-5 The Property Manager shall not mislead a potential Client about the rental market value of a property in an attempt to secure a rental listing.

3-6 The Property Manager shall disclose to his or her Client all pertinent facts relating to any transaction.

5. Announcements/Reminders

- a. **Meetings RSVP/Fees:** Our luncheon fees have increased this year to \$45 per person. Please make sure to pay attention to the RSVP date on the Evite for our monthly chapter meetings/luncheons. Due to the venue restrictions, if you do not RSVP by the cutoff date, you will be turned away at the door. Additionally, if you RSVP but fail to show, we will need to invoice you for the luncheon. We apologize for any inconvenience this may cause.
- b. **Vendor Affiliates:** If you would like the opportunity to present at one of our meetings for 15 minutes to showcase your company/services, you can do so by paying \$200 and we will schedule you for one of the available meetings. First come, first serve as there are limited spots available.
- c. **Payment:** In addition to accepting checks and money orders, we now accept payment via credit card (with a \$1.50 fee; debit cards are treated as credit). A 4% convenience fee applies to payments exceeding \$45.
- d. **Suggestion box:** We have a suggestion box at the registration table. If you have a particular topic you would like to learn more about or an idea for the chapter, please make sure to fill out a comment card!
- e. **Guest Speaker:** Bravo Restoration Company.

Antitrust statement: It is the policy of NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates. Fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. NARPM® shall not restrict members' ability to solicit competitors' clients. NARPM shall not restrict members' ability to advertise for business, provided the advertising is not false, deceptive or otherwise illegal.



Marin Sonoma NARPM Chapter Meeting Agenda

April 18, 2024

Poppy Bank Epicenter, 3215 Coffey Ln, Santa Rosa, CA 95403

1. Welcome Members and Guests to Fair Housing
2. Introductions
3. Purpose & Overview

Mission

NARPM® exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community.

Vision

Property management professionals will be recognized as the keystone of successful real estate investing.

4. Code of Ethics & Standards of Professionalism

Article 1: RESPONSIBILITY TO PROTECT THE PUBLIC

The Property Manager shall protect the public against fraud, misrepresentation, and unethical practices in property management.

STANDARDS OF PROFESSIONALISM

1-3 The Property Manager shall comply with all relevant laws, regulations and ordinances regarding real estate law, licensing, insurance, and banking.

5. Introduction of Speakers

Dot Norton is the Housing Navigation and Special Programs Supervisor with the Sonoma County Housing Authority. She holds a Masters Degree in Counseling Psychology and has over 20 years of experience with homeless and special needs housing service programs in our local

community. She will be speaking briefly on some of the changes in requirements for the Housing Authority.

Keith Becker, MPM RMP CCRM, is the Director of Compliance & Education for PURE Property Management. Former Marin Sonoma Chapter President and former broker/owner of DeDe's Rentals. He has been a fixture and expert in the field of property management in Sonoma County since the 1990's. He has a detailed presentation on Fair Housing for us today.

6. Sonoma County Proposed Residential Tenant Protections

Residential Tenant Protections Listening Session

Options to Expand Renter Protections in Unincorporated Sonoma County

Just Cause Protections

- Expand protections to begin before the minimum 12-month tenancy.
- Cover more unit types, like owner-occupied, duplexes, and single-family homes.

12 Month Lease Minimums

- Require landlords to offer leases of at least 12 months; renters do not have to accept.

Ellis Act Protections

- Establish formal process for removing properties from rental market.
- Give vulnerable people (elderly, parents of small kids, etc.) extra time or money to move.
- Limit evictions to when the owner or family is going to use the whole property.
- Give displaced renters longer time or better rental terms to move back in if re-rented.

Substantial Remodel Protections

- Limit remodels that can be used to evict only those needed to bring the unit up to health and safety codes.
- Create rights for the renter to return to the unit when the substantial remodel is done.

Countywide Emergency Renter Protection Ordinance

- Create an Emergency Renter Protection Ordinance to outline protections when a new countywide emergency is declared.

- These protections would be activated by the Board of Supervisors through emergency declaration as needed, speeding up ability to protect tenants in emergencies.
- Emergency ordinance could protect incorporated and unincorporated Sonoma County.

7. Featured Speakers

8. Q & A

12. Next meeting- **Legislative Update** held on May 16, 2024

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Chapter Meeting Agenda

Thursday, May 16, 2024

Poppy Bank Epicenter, 3215 Coffey Ln, Santa Rosa, CA 95403

1. Welcome Members and Guests

2. Purpose and Overview

- a. Mission: NARPM exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community.
- b. Vision: Property management professionals will be recognized as the keystone of successful real estate investing.
- c. Antitrust Statement: See below.

3. Introductions

4. Code of Ethics and Standards of Professionalism:

Article 4: Obligations to Tenants

The Property Manager shall treat all Tenants honestly and professionally when they are applying for, living in, and/or vacating a managed residence, including through the deposit refund process.

Standards of Professionalism

4-1 The Property Manager shall offer all prospective Tenants a written application.

4-2 The Property Manager shall provide all Tenants with a copy of the signed rental agreement and extensions with all addendums attached.

4-3 The Property Manager shall make all applicable disclosures as required by federal, state and local laws and provide the Tenant an opportunity to complete a written condition report within 7 days of moving in or longer if required by federal, state or local laws.

4-4 The Property Manager shall respond promptly to requests for repairs if maintenance responsibilities are required by the Agreement with the Client.

4-5 The Property Manager shall provide a written deposit refund determination to the Tenant within the time prescribed by law after the Tenant has vacated a property. The Property Manager shall not cause any undue delay in refunding or accounting for the security deposit.

5. Legislative Update

a. Introduction of speaker

Debra	L.				Carlton
Executive	Vice	President,	State	Government	Affairs
California Apartment Association					

Debra L. Carlton is responsible for planning and implementing strategy for all legislative and regulatory issues of interest to members of CAA. She serves as the association’s chief legislative representative and is a registered lobbyist. Prior to her present position, she worked for the Sacramento law firm of Weintraub, Genshlea and Sproul, providing legal and legislative research for the real property section of the firm. Carlton holds a Bachelor of Arts degree in political science from the University of California, Davis, and a master’s degree in public administration from Golden Gate University, San Francisco.

- b. Legislative Update
- c. Q&A

6. Next Meeting

Thursday, June 20, 2024. Next meeting will be vendor Jeopardy!

7. Adjournment

Antitrust statement: It is the policy of NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates. Fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. NARPM® shall not restrict members’ ability to solicit competitors’ clients. NARPM shall not restrict members’ ability to advertise for business, provided the advertising is not false, deceptive or otherwise illegal.



Chapter Meeting Agenda

Thursday, September 19, 2024 | 12:00 PM PST

Sam's for Play Cafe, 2630 Cleveland Avenue, Santa Rosa, CA 95403

1. Welcome Members and Guests

2. Purpose and Overview

- a. Mission: NARPM exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community.
- b. Vision: Property management professionals will be recognized as the keystone of successful real estate investing.
- c. Antitrust Statement: See below.

3. Member and Vendor Affiliate Introductions

4. Code of Ethics and Standards of Professionalism:

Article 3: Responsibility To Client
The Property Manager shall serve the Client and act in the best interests of the Client.

Standards of Professionalism

3-6 The Property Manager shall disclose to the Property Manager's Client all pertinent facts relating to any transaction.

5. 2025 Chapter Board Member Election Results:

- a. Chapter President: Jaidene James, *PURE Property Management*
- b. Chapter President Elect: Korin Robles, *Better Invested Property Management*
- c. Chapter Treasurer: Aislyn Hernandez, *PURE Property Management*
- d. Chapter Secretary: Julio Hernandez, *Wine Country Property Management*
- e. Chapter Membership Committee: Kendall Harrison, *Redwood Residential Property Management*

- f. Chapter Marketing Committee: Sarah O'Brien, *Redwood Residential Property Management*

6. Legislative Update

- a. Introduction of speaker

Puneet Singh, Esq
Managing Partner, PKS Law Group

Puneet Singh received her Juris Doctorate from the University of San Francisco School of Law and was admitted to the State and Federal Bars in 2001. She is the founder and Managing Partner at PKS Law Group, P.C. Prior to starting her own law practice, she served as a Managing Partner of the Northern California offices of a statewide real estate law firm for fifteen years. Her experience includes counseling the largest property management firms in the nation as well as smaller portfolio owners on their real estate needs. Ms. Singh has extensive knowledge in fair housing, post foreclosure evictions, property management, and unlawful detainer law and litigation.

Ms. Singh is a popular and well sought after instructor throughout the nation. She has taught seminars for local municipalities and for many professional organizations including Google, California Department of Real Estate, California State Bar, California Apartment Association, Institute of Real Estate Management, National Association of Residential Property Managers, TransUnion, and AppFolio.

Her civic involvement includes serving as a Director for the California Apartment Association, a future leader for the California Mortgage Banking Association, as a Legal Advisor for Rental Housing Association of Sacramento Valley, as a Director for the Affordable Housing Management Association of Northern California and as a Director for the National Association of Residential Property Managers.

Ms. Singh is the recipient of numerous awards including the 2018 Eileen J. Brown Community Service Award from IREM, the 2018, 2012, and 2006 CAA Industry Partner of the Year at the annual California Apartment Association GEMM awards and the 2007 Above and Beyond Award in Public Affairs for the California Apartment Association.

Areas of Practice:

- Fair Housing (disability accommodation requests, discrimination defense)
- Landlord/Tenant (lease violations, habitability claims, security deposits disputes)
- Unlawful Detainers (evictions)
- Lease & Contract Review
- Risk Management & Consulting (compliance with Federal, State & local laws)
- Education & Training

- b. Presentation

- c. Q&A

7. Next Meeting

Thursday, October 17, 2024.

8. Adjournment

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Chapter Meeting Agenda

Thursday, October 17, 2024 | 12:00 PM PST

Sam's for Play Cafe, 2630 Cleveland Avenue, Santa Rosa, CA 95403

1. Welcome Members and Guests

2. Purpose and Overview

- a. Mission: NARPM exists to support and empower professionals to elevate the property management industry through professional development, advocacy, and community.
- b. Vision: Property management professionals will be recognized as the keystone of successful real estate investing.
- c. Antitrust Statement: See below.

3. Member and Vendor Affiliate Introductions

4. Code of Ethics and Standards of Professionalism:

Article 1: Responsibility To Protect the Public

The Property Manager shall protect the public against fraud, misrepresentation, and unethical practices in property management.

Standards of Professionalism

1-1 The Property Manager shall endeavor to eliminate, through the normal course of business, any practices which could be damaging to the public or bring discredit to the profession.

5. Speaker(s)

- a. Introduction of speaker(s)
 - i. Rafael Gutierrez - Licensed Insurance Agent, Farmers Insurance - *Rafael Gutierrez, is a local licensed insurance Agent with Farmers insurance for over 9 years. Bilingual in English and Spanish, Rafael has assisted*

numerous clients with their insurance needs in Sonoma County, Napa County, Marin County, Mendocino County, and the Bay Area.

- ii. *Letitia Hanke, CEO of ARS Roofing and Gutters - Letitia Hanke, the CEO and founder of ARS Roofing and Gutters, founded ARS Roofing in 2004 and has since led the company to become a recognized leader in the industry, earning numerous awards for excellence and community service. In addition to her success in business, Letitia is also the founder of The Lime Foundation, a nonprofit dedicated to providing opportunities in education in the construction trades; health for senior citizens; in music, the performing arts and technology.*

b. Presentation

c. Q&A

6. Next Meeting

Thursday, November 14, 2024. *(One Week Early Due to Thanksgiving Holiday)*

7. Adjournment

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Chapter Meeting Agenda

Thursday, November 14, 2024 | 12:00 PM PST

Sam's for Play Cafe, 2630 Cleveland Avenue, Santa Rosa, CA 95403

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2. Purpose and Overview

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- c. Antitrust Statement: See below.

3. Member and Vendor Affiliate Introductions

4. Code of Ethics and Standards of Professionalism:

Article 11: Responsibility to NARPM and the Profession

Standards of Professionalism

11-1 *The Property Manager shall strive to be informed about relevant matters affecting the property management field on a local, state, and national level.*

5. Speaker(s) / Presentation

- a. Sonoma County Modifications to the Tenant Protection Act of 2019
- b. Q&A

6. Next Meeting

January 16, 2025 - Meeting Agenda, TBD

7. Adjournment

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Board Meeting Agenda

January 2024

- 1. Financial Update**
- 2. Create/finalize budget for year**
- 3. Plan for the next Two Luncheons**
- 4. Individual Membership Dues Discussion**
- 5. Need More Engagement**
- 6. Itinerary for 2024:**
 - January: Franchise Tax Board**
 - February: Mold Training- Led by Bravo Restoration**
 - March: CALNARPM - No chapter meeting**
 - April: Fair Housing**
 - May: Legislative Update**
 - June: Vendor Jeopardy**
 - July: Attorney Panel**
 - August: Member Appreciation**
 - September: Designation Class**
 - October: Horror Stories of Property Management**
 - November: Local Vendor Trade Show**
 - December: Holiday Party**

Antitrust statement: It is the policy of NARPM® to comply fully with all antitrust laws. The antitrust laws prohibit, among other things, any joint conduct among competitors that could lessen competition in the marketplace. NARPM membership is composed of competitors; they must refrain from discussing competitively sensitive topics, including those related to pricing (such as rates, fees, or costs), individual competitors or specific business transactions, or controlling or allocating markets. NARPM® shall not restrict members' ability to solicit competitors' clients. NARPM shall not restrict members' ability to advertise for business, provided the advertising is not false, deceptive or otherwise illegal.



Board Meeting Agenda

Wednesday, June 26, 2024

1. Financial Update
2. Create a Nominating Committee
3. Plan for the next Two Luncheons
4. Individual Membership Dues
5. Vote to send President & President Elect to NARPM National Convention
6. Need More Engagement
7. Itinerary for 2024:
 - ~~January:~~ Franchise Tax Board
 - ~~February:~~ Mold Training Led by Bravo Restoration
 - ~~March:~~ CALNARPM No chapter meeting
 - ~~April:~~ Fair Housing
 - ~~May:~~ Legislative Update
 - ~~June:~~ Vendor Jeopardy
 - July:** Attorney Panel
 - August:** Member Appreciation
 - September:** Designation Class
 - October:** Horror Stories of Property Management
 - November:** Local Vendor Trade Show

December: Holiday Party

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Board Meeting Agenda

Friday, Aug 9, 2024

645 4th street suite 200, Santa Rosa, CA 95404

1. Old Business:

- a. Financial Update
 - Current balance: \$2,100.00
 - Pending payments
- b. Event Space
 - TBD

2. New Business:

- a. Leadership Changes
 - Jenny Rihl has officially stepped down as President.
- b. New Venue Options
 - Sam's for Play: Efren will reach out.
 - Legends & Foxtails for Breakfast: Marissa will reach out.
- c. Survey for Meeting Times
 - Send out a survey to determine preferred time frames for meetings.
Options: Tuesday, Wednesday, Thursday
If meeting time is 3:30 PM, the cost would drop to \$25.00 per person (snacks only), instead of \$45.00.
- d. Legislative Update
 - September meeting
- e. October - Industry Owner Panel
 - Invite vendors and property management owners.
 - Contacts: Michael, Keith, Nature Pacific, Collman Constructions.

- f. Vendor Fee Update
 - o New fee structure:
 - \$225.00 for half year
 - \$350.00 for full year
 - o Sponsorship of class:
 - \$200.00, but \$150.00 if done before January.
- g. November
 - o Possible designation for ethics
- h. December - Member Appreciation Party
 - o Details TBD

3. Bylaws Change:

- a. Vote on New Bylaw
 - o Proposal: Limit to 2 people maximum per company.
 - o Marissa: 1st
 - o Korin: 2nd
 - o Action: V. A. Will Get a ballot out for voting.

4. Officer and Committee Candidates:

Treasurer - Aisleen nominated.

Secretary - Marissa nominated.

President Elect - Korin nominated.

Treasurer-Membership Committee - Keehay nominated.

President - Jaidene nominated.

Legislative - Jenny nominated.



Board Meeting Agenda

Thursday, Sep 19, 2024

645 4th street suite 200, Santa Rosa, CA 95404

1. Attendees

Jaidene, Efren, Marissa, Keehay, Korin

2. Approval of minutes

Jaidene motions to approve board minutes

Marissa 2nd motion

3. Old Business:

- a. Financial Update
 - o Financial update \$2,700

4. New Business:

1. ARS to sponsor meeting for 30 min presentation
2. Farmers insurance 30 min presentation
3. Holiday party 12/12 @3:30pm at Prestige Office
4. Rent tables, chairs, and cocktail tables
5. Estimate to be provided by Eddie's Kitchen
6. If enough funds from meetings pay for leadership conference
7. Remove Jenny from Bank account
8. Christmas party budget \$500-\$750
9. Next meeting for board and new board members on 11/14 @ 11am at Sam's

5. Meeting adjourned

Thursday Sept 19th, 11:48am

Marin / Sonoma BOD Members 2025

Marketing Chair: Sarah O'Brien

Membership Chair: Kendall Harrison

New Member Mentor: Jaidene James

Past President : Efren Espinoza

President: Jaidene James

President Elect: Korin Robles

Secretary: Julio Hernandez

Treasurer: Aislyn Hernandez



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Elections for the Marin - Sonoma Chapter Board of Directors for 2025



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Page 1

Q1

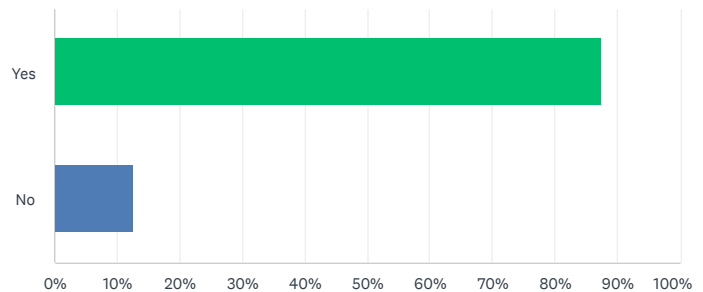


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President Elect- Korin Robles with Better Invested P.M.

Answered: 16 Skipped: 2



ANSWER CHOICES

RESPONSES

▼ Yes

87.50%

14

▼ No

12.50%

2

Total Respondents: 16

Q2



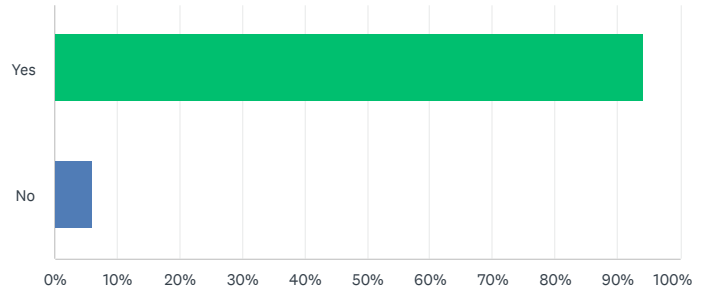
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Chapter Treasurer- Aislyn Hernandez with PURE P.M.

Answered: 17 Skipped: 1





ANSWER CHOICES	RESPONSES	
▼ Yes	94.12%	16
▼ No	5.88%	1
TOTAL		17

Q3

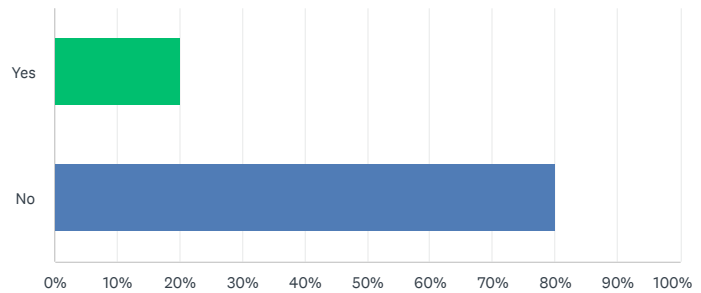


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Chapter Treasurer- Keehay Jackson with Better Invested P.M.

Answered: 15 Skipped: 3



ANSWER CHOICES	RESPONSES	
▼ Yes	20.00%	3
▼ No	80.00%	12
TOTAL		15

Q4



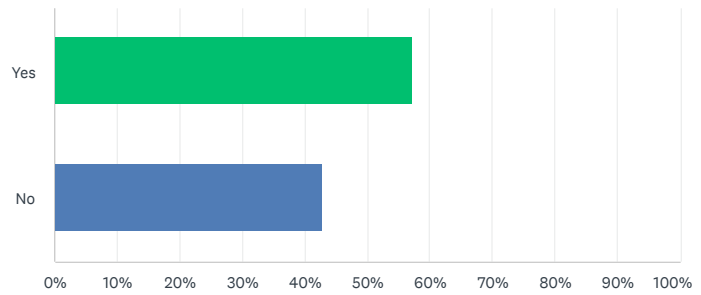
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Chapter Secretary- Julio Hernandez with Wine Country P.M.

Answered: 14 Skipped: 4





ANSWER CHOICES

RESPONSES

Yes	57.14%	8
No	42.86%	6

Total Respondents: 14

Q5

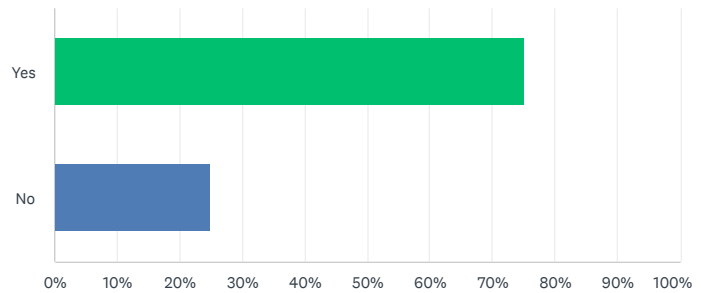


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Chapter Secretary - Sarah O'Brien with Redwood P.M.

Answered: 16 Skipped: 2



ANSWER CHOICES

RESPONSES

Yes	75.00%	12
No	25.00%	4

TOTAL

16

Q6



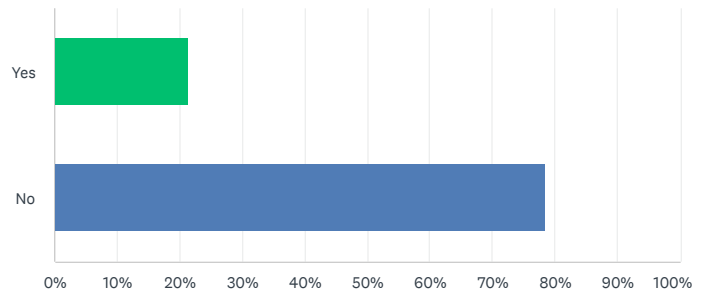
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Chapter Secretary - Marissa Barajas with Prestige Real Estate and Property Management

Answered: 14 Skipped: 4



**ANSWER CHOICES**

▼ Yes

▼ No

TOTAL**RESPONSES**

21.43%

78.57%

3

11

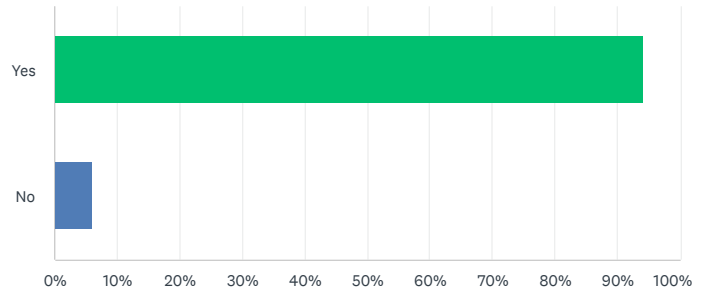
14**Q7**

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Chapter Membership Committee - Kendall Harrison with Redwood P.M.

Answered: 17 Skipped: 1

**ANSWER CHOICES**

▼ Yes

▼ No

TOTAL**RESPONSES**

94.12%

5.88%

16

1

17**Q8**

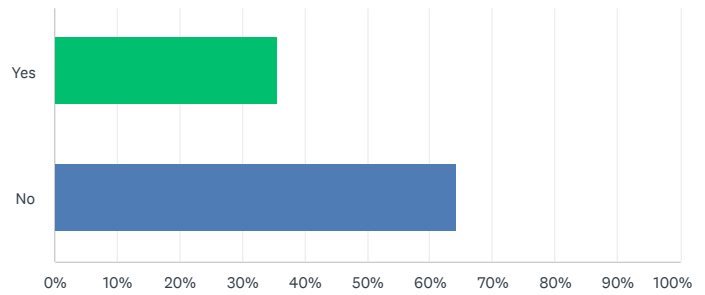
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Chapter Membership Committee - Keehay Jackson with Better Invested P.M.

Answered: 14 Skipped: 4





ANSWER CHOICES

▼ Yes

▼ No

TOTAL

RESPONSES

35.71%

64.29%

5

9

14

Q9

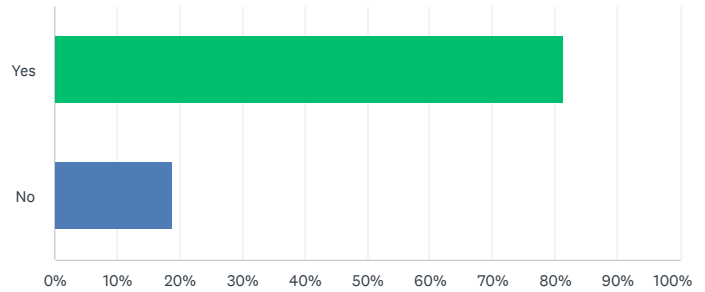


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Chapter Marketing Committee - Sarah O' Brien with Redwood P.M.

Answered: 16 Skipped: 2



ANSWER CHOICES

▼ Yes

▼ No

TOTAL

RESPONSES

81.25%

18.75%

13

3

16

Q10



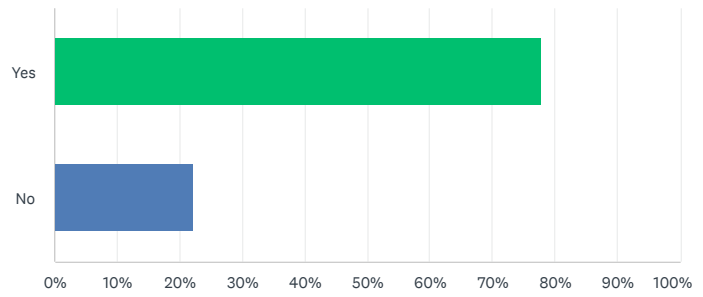
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Chapter Education Committee - Julio Hernandez with Wine Country P.M.

Answered: 18 Skipped: 0





ANSWER CHOICES	RESPONSES	
Yes	77.78%	14
No	22.22%	4
TOTAL		18

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