

Right of Way Consultants Council

Minutes of 4/4/05 Board Meeting

Time: 9:30 AM

Meeting Place: Mandalay Bay / Las Vegas, NV

Board Members Present: Charlie Davis, Mark Bilyeu, Ray Armstrong, Wade Brown, Kerry Malone, Denise Lucas, Larre Sloan

Quorum: Yes

Guests / Members: Ben Ward, Jim Overcamp, Tim Head and Rebecca Thompson

I. Introductions and overview by Charlie Davis

- Acknowledgment of the passing of Howard Armstrong

II. Treasurer's Report by Mark Bilyeu

- Balance Sheet indicating \$826.65 provided by Mark Bilyeu on file with Secretary
- Motion to accept and seconded – consensus acceptance
- 3 new members have joined since last meeting in '04; only one has paid their dues
- Charter member's exemption ends this year; dues to be sent to everyone within the next week that are due 6/1/05.
- Only expected upcoming expense are for corporate fees, franchise tax and registered agent fee

III. Update on Incorporating

- Larre Sloan advised that he is in the finalization stage of completing the 501(c)6 exemption.
- Larre needs verification of the transfer of assets from the IRWA as requested by IRS.
- Larre to complete 2004 tax return due in April '05.

IV. Membership Committee

- Board approved the appointment of Ben Ward and Jim Overcamp to chair the membership committee of the RCC.
- Board discussion and confirmation of committee responsibilities, including the development and improvement of the application form particularly in the areas of consistency and information needed for verification by the committee.
- The committee is to revise the application form and present to the board for approval.
- The adopted process for the committee is upon receipt of an application, the committee will provide due diligence and then give recommendation to the board to vote on-line. A notice will be sent to the board of upcoming vote.
- The committee will also recommend to the board what documented information could be provided in the future and with renewing memberships to confirm adherence to RCC requirements. Ideas suggested include a State DOT prequalification letter, corporate information with secretary of state, etc.

Lunch Break

V. Research on Professional Standards

- Ben Ward was appointed by the board to look into creation of a Professional Standard that could be adopted by the RCC.

VI. E&O Insurance

- The board had a conference call with a risk management / insurance consultant (from Ray Armstrong and OPC) on possibility of group insurance plan or plan with reduced rates to members of the RCC. In attendance for further advisement to the Board was Mike Sigler, City Attorney from Oklahoma and adviser to Coates Field Services.
- This guy advised the board that there are possibilities to look into in terms of creating a program sponsored by the board or self-insurance by way of Infinity Programs or a Master Policy where the association is named as insured with a Probable Maximum Loss coverage to all members at a predetermined amount acceptable to our clients.
- The board was advised that most insurance underwriters will not consider groups that will not yield at least \$2 million in premiums, which he believes is why we have not found any success on additional underwriters coming forth with plans.
- The board agreed to follow up with Bill Orcutt (the original insurance agent working with the board) on the status of establishing the insurance entity where the RCC could get preferred rates. (Mr. Orcutt received individual member information to shop to underwriters to seek this entity.) The board wishes to see if Mr. Orcutt has taken this task as far as he is able before seeking another avenue to take this task.

X. Adjournment