

**Right of Way Consultants Council
Board Meeting
Hilton Bayfront, San Diego, CA
June 13, 2015**

The meeting was called order by Faith Roland board chair at 3:04 PM.

Board members present were Faith Roland, Roland Resources, Kerry Malone, Contract Land Staff, Doug Benson, Universal Field Services, Trent Oglesby, Percheron Field Services, Cash Diel, Willbros and Jim Walker, ROWCC staff. Also in attendance were Kristen Bennett and Sarah Riebe, Sendero Acquisitions, Elaine Lipon and Mark Handley, Coates Field Services, Justin Lyon, Percheron Field Services, Mazie Leftwich and David Martin, Contract Land Staff.

Faith asked for self-introductions.

Minutes

Cash moved that the minutes of April 3, 2015, be approved; seconded by Doug. Approved

Treasurers Reports

The Treasurers Report through May 31, 2015 was presented by Walker. Discussion by the group. Kerry moved that the treasurers report be approved; seconded by Cash. Approved

Meeting Charge

There was review and discussion of the meeting costs associated with meetings not held in conjunction with the IRWA Education Conference.

Motion: Charge \$100 per person for attendance at the member meeting to help offset meeting costs. Doug moved for approval, Cash seconded. Approved; starting with the October 17 member meeting in Las Vegas.

Membership Development

Faith reminded each board member to get a new member by the October, 2015 meeting in Las Vegas.

Sponsorship

Jim presented the drafts for Sponsorship/Partnership levels. There was discussion by the group about the value of sponsorship in reaching our members in a single meeting. If a supplier is providing services to one of our members they have the opportunity to reach us all through sponsorship. Trent recommended that we identify and better define our members -- # of employees and annual revenues. This will quantify the impact of sponsorship in terms of reach. Jim will work with the BOD to accomplish these numbers. GOAL: a sponsorship for the October meeting. Please send Jim all prospective sponsor leads.

The ROWCC Seal

Jim presented two options for our seal. Mazie offered the expertise of the CLS design department. She will develop a design for consideration.

There was discussion about how to market a "ROWCC SEAL" in a similar way that the Better Business Bureau seal communicates trust in members. As a member, you are getting the "ROWCC Seal of Approval". This will give clients and potential clients the assurance that our companies are operating

legally. Reminder from our April meeting: Jerry will work with Jim on developing drawings for a ROWCC seal.

Action Items

Faith and Jim reviewed Action Items and progress

Wade will work with Kerry and his staff to renew and update “Who we are, What We Do, Why We Matter” for our use in marketing to potential members and sponsors. The piece should have strong emphasis on the fact that all ROWCC members are compliant with IRS rules.

Future Meetings

The RFP for the October 16-17 meeting was reviewed and the Linq Hotel was approved as the venue. The two topics will be: A Standardized Contract presented by Kinnon Williams, JD and EDiscovery and how it affects you presented by Beth Minear, JD, CLS.

All Board members will send Jim their meeting schedules for the other association meetings they attend during the year.

Jim will create a schedule of all meeting so we can have members attend other meetings.

Education

Faith is going to propose a rewrite of IRWA Course 303. The rewrite will include ROWCC information on our standardized contract and our mission.

Election of Officers

A discussion of next years officers slate resulted in a motion by Cash, 2nd by Doug to retain the existing slate, subject to Charlies agreement which will be accomplished at the member meeting.

Approved.

The meeting adjourned at 5:15PM.

Minutes respectfully submitted,

Jim Walker
ROWCC Staff