



Governing Board/General Membership Meeting Minutes
Omni Fort Worth Hotel, Fort Worth, TX
September 13, 2019 7:30am – 11:30am

- I. Called to Order at 7:42am by Dawn Lavka, President
- II. Invocation was given by Elizabeth Beas, McAllen
- III. Pledge of Allegiance to the Flag of the United States of America and Pledge of Allegiance to the Texas Flag was led by Raquel Wallace-Calderon, Hill Country
- IV. Inspiration was given by D'Ann Hall, Dallas
- V. Introductions by Dawn Lavka, President
- VI. Roll Call by Patti St. Louis, Secretary, Governing Board and Membership Quorums confirmed
- VII. Approval of amended Agenda by Dawn Lavka, President
- VIII. Minutes posted from the February meeting were approved by the Minutes Review Committee, reported by Dawn Lavka, President, attached
- IX. **Motion** from Bylaws by Monica Atkins, Bylaws Chair, to amend Standing Rules
 - I. MEETINGS, B. Handling Motions and Debate
 1. Any motion to come before the assembly must be submitted in writing on ~~3-part NCR paper specifically designed for this purpose. The motion must be stated as it is to be presented and include the name of the member making the motion and their Network affiliation. Two copies of the motion a completed official motion form. The motion form will be given to the Secretary prior to the presentation immediately following the disposition of the motion. The other copy will be retained by the maker of the motion.~~
 2. Following the presentation of the ~~actual~~ motion, the member making the motion will have three (3) minutes to address the merits of the motion, and conversely, the first member to speak in opposition to the motion will also have (3) minutes to address his/her concerns regarding the motion.
- Motion passed**
- X. 2019 Financial Report presented by Peggie Pentecost, Treasurer, attached
- XI. **Motion** from Finance & Budget by Kylee Garza, Finance & Budget Chair, to approve 2020 Budget. **Motion Passed**
- XII. Approval of Credentials Committee by Dawn Lavka, President
- XIII. Nominating Committee Report by Sheila Moran, Nominating Chair, attached
- XIV. Credentials Committee Report by Tracy Hurst, Credentials Chair, 39 Governing Board Members present casting 43 weighted votes, 21 General Members present
- XV. Election of 2020 Officers – Sheryl Hunter will automatically ascend to 2020 President.



2020 Slated Candidates President Elect, Peggie Pentecost and Treasurer, Patti St. Louis were elected by Acclamation.

Secretary, ballot vote between Lizeth Smith (23 votes), Slated Candidate and Delara Aubon (20 votes), nominated from the floor. Lizeth Smith elected.

Governors, ballot vote between Delara Aubon (19 votes) and Claudia Gaytan (12 votes), Slated Candidates and Martha Perez (7 votes), Monica Atkins (1 vote) and Cathy Heshmat (4 votes), nominated from the floor. Delara Aubon was elected.

Governors, ballot vote between Claudia Gaytan (22 votes), Cathy Heshmat (15 votes), Martha Perez (6 votes) and Monica Atkins (1 vote). Claudia Gaytan was elected.

Governors, ballot vote between Cathy Heshmat (22 votes), Martha Perez (16 votes) and Monica Atkins (6 votes). Cathy Heshmat was elected.

District Vice Presidents Monica Atkins, Jennifer Lish, Bridgette Thomasson, Raquel Wallace-Calderon and Tiffany Wright, Slated Candidates and Martha Perez, nominated from the floor, were elected by Acclamation.

XVI. Election of 2020 Nominating Committee

One Past President, Cathy Mitchell, Dallas and one Alternate, Sharon Morton, Greater West Houston were elected by the Past Presidents Committee, reported by Carolyn Wyckoff, Past Presidents Chair

One Governing Board Member. Ballot vote between Amber Mesorana (21 votes), Montgomery County and one Alternate, Kristi Hiller (16 votes), Ellis County were elected by the Governing Board.

Three General Members and two Alternates elected by the General Membership. Ballot vote between Amy Karns (18 votes), Aundrea Allen (3 votes), Ann Marie Draper (6 votes), Jenn Huereca (5 votes), Mary Nelson (4 votes), Penny Brockway (5 votes), Myka Allen-Johnson (11 votes) and Michael Brown (9 votes) nominated from the floor. Amy Karns, Collin County was elected as General Member #1. Myka Allen-Johnson, Central Texas was elected as General Member #2. Michael Brown, Houston was elected as General Member #3. Ann Marie Draper, Great Northwest was elected as General Member Alternate #1.

General Member Alternate #2 elected by the General Membership. Ballot vote between Penny Brockway (27 votes) and Jenn Huereca (29 votes). Jenn Huereca, El Paso Del Norte was elected as General Member Alternate #2.

XVII. Election of 2020 Strategic Planning Committee

One Local President will be appointed by the 2020 President

Three Governing Board Members elected by the Governing Board. Ballot vote between Kylee Garza (14 votes), D'Ann Hall (2 votes), Denise Weber (10 votes) and Jennifer Parker (6 votes). Kylee Garza, Denise Weber and Jennifer Parker were elected.



Two General Members elected by the General Membership. Ballot vote between Rebecca Byers (12 votes), D'Ann Hall (17 votes), Jayce Love (12 votes) and Kristi Hiller (16 votes). D'Ann Hall and Kristi Hiller were elected.

XVIII. Officer Reports

- A. National Treasurer report presented by Sylvia Seabolt, National Treasurer
- B. Regional Vice President report presented by Sharon Eddings, Past President, on behalf of Nancy Garcia, Regional Vice President, attached
- C. President report presented by Dawn Lavka, President, attached
- D. President Elect report presented by Sheryl Hunter, President Elect, attached
- E. Treasurer report presented by Peggie Pentecost, Treasurer
- F. Secretary report presented by Patti St. Louis, Secretary, attached
- G. Governors

Area A Governor report presented by Tammy Nordquist, Governor, attached

Area B Governor report presented by Lizeth Smith, Governor, attached

Area C Governor report presented by Delara Aubon, Governor, attached

H. District Vice Presidents

Area A District 1 Vice President report presented by Tiffany Wright, District Vice President, attached

Area A District 2 Vice President report presented by Martha Perez, District Vice President, attached

Area B District 3 Vice President report presented by Denise Weber, District Vice President, attached

Area B District 4 Vice President report presented by Claudia Gaytan, District Vice President, attached

Area C District 5 Vice President report presented by Mia Kathy, District Vice President, attached

Area C District 6 Vice President report presented by Cathy Heshmat, District Vice President, attached

XIX. Standing Committee Reports

- A. Bylaws report presented by Monica Atkins, Bylaws Chair, attached

Motion to replace Chairman/Chairmen with Chair/Chairs throughout Standing Rules.

Motion passed

Motion to amend Standing Rules II. ELECTIONS



A. Executive Officer Qualification

Members nominated for executive office, should have a significant combination of the following experiences: (1) have held membership in The Network for at least five consecutive years; (2) have chaired a State Committee; (3) be an Active member in good standing at the time of the nomination and election (4) have served as Local President or a Member at Large and either District Vice President or Governor; (5) have the Performance Management Network designation; (6) have attended 3 of the last 4 State meetings as well as have attended 2 of the last 4 National Meetings, ~~and have attended and/or participated in a National Forum~~; (7) have Leadership experience from another association or professional organization which will also, be considered; (8) President Elect nominee(s) should have served as State Treasurer or ~~had~~ have a substantial amount of accounting or financial background or treasury experience from another association or professional organization.

B. Governor Qualification

Members nominated for Governor should have a significant combination of the following experience: (1) have held membership in The Network for at least three consecutive years; (2) have served on a state committee; (3) be an Active member in good standing at the time of the nomination and election; (4) have served as Local President or as a Member at Large; (5) Be a candidate for or hold the Performance Management Network designation; (6) have attended 3 of the last 4 state meetings and attended 2 of the last 4 National Meetings ~~and/or participated in a National Forum~~; (7) have leadership experience from another association or professional organization which will also be considered

C. District Vice-President Qualification

Members nominated for District Vice President should have a significant combination of following experience: (1) have held membership in The Network for at least two consecutive years; (2) have served on a state committee; (3) be an Active member in good standing at the time of the nomination and election; (4) have served as Local President or as a Member at Large; (5) be a candidate for or hold the Performance ~~Network~~ Management Network Designation; (6) have attended 2 of the last 4 State Meetings and attended 1 of the last 4 National Meetings ~~and/or participated in a National Forum~~; (7) have leadership experience from another association or professional organization which will also be considered. **Motion passed**

Motion to amend Standing Rules IV. INSTALLATION OF OFFICERS

B. President's ~~Pin~~ Pendant

The outgoing President shall have the duty of obtaining the incoming President's ~~Pin~~ Pendant at The Network's expense not to exceed \$700. **Motion passed**

Motion to amend Standing Rules V. OBLIGATIONS B. Executive Committee

~~9. Reimburses credit card late fees and penalties to the Network.~~

~~10. Pays credit card balance in full and before the due date monthly.~~ **Motion passed**

Motion to amend Standing Rules V. OBLIGATIONS D. Standing Committees



4. Leadership Identification and Development

- a. Consists of Texas members including the following: four Past State Presidents, Past National Presidents residing in Texas, Regional Vice President ~~whenever the Regional Vice President is from Texas~~, any member(s) serving on the National Executive Committee and six General Members. All members must have attended a minimum of 3 of the last 4 State Meetings and a minimum of 1 of the last 3 National Women's Council meetings and attended a minimum of 1 of the last 2 State Leadership Orientation Meetings.
- b. Past Presidents or one of the General Members depending on which category they are actually part of.

All Committee Chairmen for the current year are to be ratified at the Winter Meeting. All Committee Chairmen shall give present a report at the Governing Board Meeting as necessary. A copy of this report shall be submitted to the President two weeks prior to the meeting. A copy of the year-end report and any Committee materials shall be passed to the incoming Chairman. **Motion passed**

Motion to amend Standing Rules V. OBLIGATIONS E. Special Committees

3. Emergency Response Team

The Committee is comprised of ~~Governors, District Vice Presidents and volunteer Officers and members who demonstrate specialized knowledge and skills and are willing to utilize these skills to assist Local Networks. Volunteer Members and Chair will be~~ appointed by the President.

- a. Chairman Qualifications: (In addition to listed Committee Qualifications)
 1. Must have served as a Local President and State Officer.
 2. Must have served on the Emergency Response Team for a minimum of two years. **Motion passed**

Motion to amend Standing Rules V. OBLIGATIONS, E. Special Committees

- ~~b. Committee Qualifications: Members serving should have a significant combination of the following experience:~~
 - ~~1. WCR Member for 5+ years.~~
 - ~~2. Served on Local and State Committees.~~
 - ~~3. Served as an Officer on Local level.~~
 - ~~4. Served as a Committee Chair or Officer on State level.~~
 - ~~5. Has been active on National level.~~



~~6. Must have attended 3 out of 4 past State Meetings in the last 2 years.~~

~~c. Must demonstrate the ability to effectively present expertise in a specialty area needed by Local Networks.~~

- ~~4. Credentials~~
- ~~5. Entrepreneur of the Year~~
- ~~6. Historian~~
- ~~7. Hospitality~~
- ~~8. Investment~~
- ~~9. Member of the Year~~
- ~~10. Minutes Review~~
- ~~11. Newsletter~~
- ~~12. Past President~~
- ~~13. Strategic Partners~~
- ~~14. Ways and Means~~

Motion passed

Motion to amend Standing Rules VI. MEMBERSHIP – New Networks

C. Once a New Network has been approved by National, a training session directed by the Emergency Response Team will be completed within 30-days. Training to include all Business Planning, budget, value package, organization chart, building ~~committees~~ Project Teams and any procedures of structure needed. All Local officers should participate in this training. **Motion passed**

Motion to amend Standing Rules VI. EXPENSE REIMBURSEMENT

Budgeted travel expenses will include early full conference registration, transportation (lowest airfare available, ~~and~~ one standard rate checked bag, or 40 cents per mile for authorized travel), room based on double occupancy and ticketed meals for Women's Council events only ~~but will not be reimbursed without~~ with proper receipts (~~i.e. originals of airline tickets and hotel bills, etc.~~)

Hotel reimbursement is for Women's Council/Texas REALTORS®/National Association of REALTORS® conference dates only; ~~extra days before or after the conference regardless of the reason will not be reimbursed. To be considered for reimbursement all~~ All written reports, expense reports and receipts must be received by the Treasurer within 30 days ~~of expenditure~~ after meeting and no later than December 15th. Each receipt must include notations to identify the individual requesting reimbursement, their position and the meeting attended. Members eligible for reimbursement will sign a Funding Disclosure stating they are not receiving full or partial reimbursement from additional sources including reimbursement from ~~the State Network~~, their Local Network, National Women's Council of REALTORS®, Local Board or Association, Texas REALTORS®, National Association of REALTORS®, or their company/employer.



- A. Payment of budgeted expenses shall be contingent upon the TIMELY FILING OF REQUIRED REPORTS and shall may be prorated if an Officer fails to attend the required State and National meetings or does not fulfill their duties as outlined in the Bylaws and Procedure Manual. **Motion passed**

Motion to amend Standing Rules VII. HONORARIUMS A. Past Presidents

1. The Network will honor all National Presidents from the State of Texas with a scholarship presented every year in each of their names.
- b. Five additional Scholarships in honor of Lois Hair Bernays, Artha Garza, Vera McCarty, Jo Ann Stevens and Ebby Halliday will be presented at the Fall ~~installation luncheon~~ Governing Board Meeting and included in the committee report submitted.

i. These five scholarships are to be used for any National Association of REALTORS® or Women's Council of REALTORS® recognized designation, certification or meeting, Texas REALTORS® Leadership Program (TRLP), National Association of REALTORS® Leadership Program, or Leadership Academy Network 360 Leadership Conference up to \$250.

~~ii. September recipients will be reimbursed once the course is completed or meeting has been attended and documentation is provided to the State Treasurer~~

ii. Once the course is completed, a copy of the receipt of registration as well as a copy of the certificate of completion is to be submitted to the Treasurer.

These are not strictly "needs" based scholarships, but are offered to encourage every member to work toward their professional designations or to offset the expense of attending a state or national Women's Council meeting. **Motion passed**

Motion to amend Standing Rules

ATTACHMENTS: Consent to Serve, Funding Disclosure & Confidentiality Agreement, Motion Form **Motion passed**

- B. Education and Program report presented by Jennifer Lish, Austin, attached
- C. Finance and Budget report presented by Kylee Garza, Finance and Budget Chair
- D. Leadership Identification and Development report presented by Sharon Eddings, Past President on behalf of Nancy Garcia, Leadership Identification and Development Chair, attached
- E. Marketing report presented by Jenn Huereca, Marketing Chair, attached
- F. Membership report presented by Letty Nehls, Membership Vice Chair, attached



- G. Strategic Planning – Dawn Lavka requested a **Motion** to adopt new Strategic Plan. So moved and seconded by multiple Governing Board members. **Motion passed.**

XX. Special Committee Reports

- A. Affiliate of the Year report present by Osvaldo Chavez, Lake Houston, attached
- B. Entrepreneur of the Year report presented by Myka Allen-Johnson, Central Texas, attached
- C. Investments report presented by Michael Guertin, Investments Chair, attached.
- D. Member of the Year report presented by Chris Rodriguez, Member of the Year Chair, attached
- E. Past Presidents report with recommendation presented by Carolyn Wyckoff, Past Presidents Chair, attached

Motion to add to Standing Rues under A. Past Presidents 1. b. after Leadership Program insert “Leadership Institute”. **Motion passed**

Scholarship Recipients presented by Sharon Eddings, Past President
Jenn Huereca, El Paso, honoring Lois Hair Bernays
Jennifer Lish, Austin, honoring Artha Garza
Jennifer Parker, Collin County, honoring Vera McCarthy
Shirley Jackson, Collin County, honoring Ebby Halliday
Carol Hardy, Austin, honoring Jo Ann Stevens

- F. Credentials Report presented by Tracy Hurst, Credentials Chair
Motion to destroy the ballots at the end of this Governing Board meeting. **Motion passed**
- G. Ways and Means report presented by Michael Brown, Ways and Means Chair, attached

XXI. Announcements

- A. Sharon Eddings, Past President, announced Ethel O’Dell is not present due to her brother’s illness and her Awards Luncheon ticket is available for sale.
- B. Alex Huereca announced to turn in ballot cards before leaving the room.

XXII. Next meeting February 8, 2020 at Hyatt Regency Austin, TX, Texas REALTORS® Winter Meeting



XXIII. Meeting adjourned at 10:55 by Dawn Lavka, President

Patti St. Louis
Secretary