



## NOTES

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Meeting/ <i>reunion</i>	<b>Chapter Chat</b>	
Date & Location/ <i>date &amp; endroit</i>	<b>March 8, 2011</b>	2:00pm ET
	Teleconference	
Recording Secretary/ <i>secrétaire</i>	<b>Lisa Blain</b>	Toronto, ON
	Executive Assistant	
Participants/ <i>participants</i>	<b>Andrew Chan, FRI</b>	Greater Vancouver Chapter
	<b>Clayton Fitzsimmons, FRI CPM® CMO CRES</b>	Ottawa Chapter
	<b>Greg McPherson</b>	Calgary Chapter
	<b>Matthew Pendlebury, CRF</b>	Nova Scotia Chapter
	<b>Sharon Radford</b>	REIC & IREM Edmonton Chapters
	<b>Johnmark Roberts, FRI</b>	Toronto Chapter
	<b>Delia Schatz</b>	Greater Vancouver Chapter
	<b>Chrystal Skead, CPM ARM</b>	IREM Edmonton Chapter
	<b>Deanna Strange-Chard</b>	IREM BC
Staff/ <i>personnel</i>	<b>Maura McLaren, CAE</b>	Toronto, ON
	Executive Director	
	<b>Soumidh Mondal</b>	Toronto, ON
	Manager, Membership & Technology	
	<b>Lee Arbon</b>	Toronto, ON
	Manager, Marketing & Communications	
	<b>Elaine Leibner</b>	Toronto, ON
	Associate Director	
	<b>Shelley Barfoot-O'Neill</b>	Toronto, ON
	Admissions & Membership Coordinator	

**1 Roll Call & Welcoming Remarks from REIC National Staff**

Maura McLaren welcomed all participants and introduced the staff. All participants did a roll call.

**2 What's New at National**

Maura notified everyone that there is a new Receptionist/Administrative Assistant, Lori Heaven. There was a positive bottom line for 2010. The funds went into the general and education reserve funds. The annual membership mailer will be arriving soon with governance information.

Shelley updated everyone on the Member-get-a-Member program. To date there have been 38 applications sent in with referrals.

**3 Annual Conference Update**

Lisa Blain discussed the upcoming conference and encouraged everyone to register. She briefly reviewed the schedule and registration pricing.

**4 Pursuit of Excellence Awards**

Lisa reminded everyone of the deadlines for award submissions and pointed out that there is a new award in the brochure, the Chapter Administrator of the Year Award. She encouraged everyone to review and nominate their administrator if applicable.

**5 Sustainability Course**

Elaine Leibner informed everyone that the sustainability course is ready to be put on. She referred to the incentive program available to chapters and encouraged chapters to put the course on. Johnmark Roberts told everyone that this course counts has the elective required for NAR's green designation and that the other required course is available online.

**6 Candidacy Period – 10 Year Limit**

Shelley reminded everyone that there is a 10 year limit on CPM candidacy periods and offered to send datasheets of candidates close to the limit to the chapters. She discussed how some candidates have only a few requirements left to meet before getting their designation and some have many. Deanna Strange-Chard mentioned how she had many candidates get their designation once the MSPA came to her area.

**7 Nominations**

Lisa discussed how the nominations slate went out in the mailer and everyone should be receiving it soon. She encouraged everyone to volunteer on national committees for more experience and put their names forward in the future to be on the Board of Directors.

**8 Chapter Chat LIVE – Agenda Requests**

Lisa asked everyone if they had any agenda requests for Chapter Chat LIVE to contact her at least 2 weeks before the conference.

**9 Income/Expense Analysis**

Lisa reminded everyone that the Income/Expenses Analysis submission deadline was April 1<sup>st</sup> to get a free publication and 30 days after that to get 50% off a publication. She encouraged everyone to participate and contact her if they have any questions. IREM is willing to work with companies that have large groups of data and the same data can be used that is used for BOMA's program as well.

Maura noted that the more Canadian data that is submitted the more useful the report will be.

**10 Chapter Sharing – What’s new at your Chapter?**

Clayton Fitzsimmons discussed using the marketing subsidy provided by IREM. Matthew Pendlebury discussed Nova Scotia’s nominations success. There was discussion regarding charging for events. Andrew Chan brought forward the idea that Victoria and Greater Vancouver can come together as one strong chapter. Greg McPherson told everyone about the upcoming luncheon at the Calgary Chapter. Maura asked everyone to notify Lisa of their annual meeting date and if they want Chrystal Skead to visit their chapter as national president. She recently visited the Toronto Chapter at a lovely event and got to meeting the Chapter’s Board. Johnmark informed everyone that all the Toronto Chapter events are online.

**11 Comments/Questions**

There were no questions or comments.

**12 Closing Remarks**

Maura thanked everyone for participating.