



**Board Meeting Minutes**  
**July 18, 2017**  
**Texas Land & Cattle, Fairview**

- Attendance:**
- |                                   |                                |                 |
|-----------------------------------|--------------------------------|-----------------|
| ■ Wayne Gibbs, President          | ■ Todd Warden                  | ■ Katie Masucci |
| ■ Ron Garcia, Vice President      | ■ Justin Knox                  | □ Open          |
| ■ Scott Heidman, Secretary        | ■ Matt Hall                    | □ Open          |
| ■ Matt Swor, Treasurer            | ■ Darren Harris                | □ Open          |
| □ DeVille Hubbard <i>TXIA Rep</i> | ■ Tammy Swor <i>Exec Admin</i> |                 |

**Call to order:**

- 5:03 p.m. by Wayne Gibbs

**Consent Agenda: Minutes and Financial Report**

- A motion was made to accept the minutes from the July meeting and the treasurer's financial report (current balance in the account is \$43,200) by Ron Garcia, seconded by Matt Hall, and passed with a voice affirmation.

**Committee Reports:**

- Internal Affairs: Scholarship (Matt, Justin, Matt):
  - Matt spoke to Ben Fisher and Phil Sheppard regarding fees for their LI courses to be given via scholarship by DIA. It was estimated that both training providers would give DIA a 10-20% discount with the average cost of taking the 40-hour LI class being \$500. It was also suggested that Mark Ostertag also be contacted.
  - DIA will use the TXIA scholarship application and scoring rubric in order to create an application and guidelines for DIA.
  - A motion was made to give three (3) scholarships in 2018 by Matt Hall, seconded by Ron Garcia, and passed with a voice affirmation.
- External Affairs: Networking and Inspector Outreach (Ron, Todd, Darren):
  - The end goal of this committee was outlined and included creating a contact list for all inspectors and municipalities in the DFW area
  - September 8<sup>th</sup> is the next WEENT meeting
  - Todd and Wayne explained that a contact list was in the works and would be given to the secretary to combine and sort
- Governance Committee: No Report (Scott, Katie)

**Unfinished Business:**

- DIA inventory and old documents - DIA will get an estimate of scanning all old documents into electronic format that can be more easily stored
- The board decided not to participate in the Carry the Load event, however is interested in the WEENT conference. Katie will find out the dates, who can/will attend, and how DIA can get involved.
- DIA will begin doing an electronic newsletter with Katie leading that up. Board to brainstorm ideas at the September meeting and Tammy will format the newsletters once complete.

- 2018 Expo plan with complete speaker list was tabled and will be discussed at September's meeting.
- Web site revision, contractors' information and online give-a-ways was tabled
- Late registration fee information was tabled - secretary to bring to the September meeting

**New Business:**

- Existing directors' terms were discussed. Wayne Gibbs will supply the list of directors and their terms at the September meeting and recruiting for the 3 open spots will be discussed.
- The 2018 Expo plan will be presented at the September meeting.
- TXIA report- It was reported that TXIA has found a new Executive Director, Jennifer Fontana.
- Ron and Matt Hall gave a report on the TRWD education event and reported there was approximately 100 in attendance and several educational sessions to attend. It was a good even and very productive.

**Meeting adjourned:**

- A motion was made to adjourn at 6:03 p.m. by Darren Harris, seconded by Katie Masucci, and passed with a voice affirmation.

<b>Action items to be completed prior to the September meeting</b>
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- Matt:** Contact Mark Ostertag re: offering free or discounted rate on LI training scholarships
- Tammy:** Review and revise TXIA's scholarship to create DIA's application and guidelines
- Wayne and Todd:** Complete creation of the contact list for area inspectors and municipalities
- Wayne and Todd:** Give existing inspector/municipality contact lists to secretary for compilation and sorting
- Matt:** Get estimate for scanning old DIA documents
- Katie:** Find out more information on the WEENT conference.
- All board members:** Bring several ideas for DIA's newsletter to offer up at the meeting.
- Matt:** Bring complete listing of 2018 Expo speakers and classes
- Tammy:** Bring expo plan of execution as implemented during the 2017 Expo
- Tammy:** Get previous discussion points from minutes on late fee and registration schedule.
- Wayne:** Bring listing of DIA directors and their terms to review.