**Home Buyers Round Table of Dane County, Inc. (HBRT)**

Board of Director Meeting Minutes

February 14, 2019

**Opening**

The meeting of the Board of Directors for the Home Buyers Round Table of Dane County, Inc. (HBRT) was called to order at 9:59 a.m. on January 10, 2019 at HBRT, Madison, WI by Sara Whitley.

**Present**

Sara Whitley, Trent Halverson, Jenna Wuthrich, Susan Fischer, Laura Stanfield, Nicole Kane, Kevin King, Paul Sukenik, Ann Raschein, Tony Gates

Absent – Dave Van Beckum

**Approval of Minutes**

Minutes for the January meeting were approved. Motion made by Ann Raschein, second by Laura Stanfield. Motion carried.

**Treasurer’s Report**

$5000 was moved from checking into savings. We have received sponsorship checks and are still under projected budget. Laura will follow up on the cancellation of the homebuyer’s education classes in January and February due to weather.

Nicole reviewed the treasurer’s report for income and expenses for January. Motion made by Kevin King, second by Ann Raschein. Motion carried.

**Agenda Item**s

Bylaws

Bylaws will be emailed to Board of Directors for review. Draft document will be reviewed at upcoming board meeting in March.

Review Committee Updates

Task calendar distributed to board members by Sara. Calendar to be reviewed and approved at March meeting. Chairperson meeting will be completed prior to next board meeting in March. The chairperson meeting will review the task calendar and present final proposal at March Board meeting.

Marketing Committee – Direct link will be added to HBRT website for easy access to home buyer classes. Landlord training can be updated, and link provided.

Education Committee – Updated on upcoming training sessions.

Membership Committee – Looking for new chairperson for committee. Ring suggestions to Sara for chairperson.

Sponsorship Committee – Actively recruiting for renewal and new sponsorships for 2019. The sponsorship drive is in full force.

**Adjournment**

Meeting was adjourned at 10:30 a.m. Motion made by Sara Whitley, second by Trent Halverson. The next Board of Directors meeting will be at 10:00 a.m. on Thursday, March 14, 2019 at 2300 S. Park Street, Madison.

Minutes submitted by: Susan Fischer