

NYARM Thursday, March 26th

March 26 Legal Seminar Outline

CONDUCTING MEETINGS Dos • Don'ts • Warnings

(I) Director Meetings

- a) What NY Law & your bylaws require
 - Do you have to give notice
 - Special unscheduled meetings
 - What constitutes breaking a quorum
- b) Dealing with a disagreeable director
- c) No Proxies allowed
- b) No email polling by majority vote
(Decisions only at a meeting, by conference call, or unanimous consent.)

(II) Stockholder/Member meetings

- a) NY Law and your bylaws
- b) List of people entitled to vote
- c) Responsibilities of Inspectors
- d) FAIRNESS of the proceedings
- e) Proxies allowed unless bylaws prohibit them

(III) General Issues that always apply

- a) Minutes - Sword, shield or booby trap
- b) Establish rules of order in advance
(Roberts Rules were not handed down from above)
- c) You're Out of Order! (What is not a proper subject at a meeting, especially Stockholder/Member meetings.)

April 24 Friday
Annual Honoree Awards Gala

June 8 Monday
Golf Outing and

October 29 Thursday
Seminars & EXPO

CALL
Margie Russell
Executive Director
For all
the details



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The New York Association of Realty Managers Presents

CONDUCTING MEETINGS - Dos • Don'ts • Warnings

Steven Kirkpatrick, Esq., Belkin Burden Wenig & Goldman, LLP
 Scott Greenspun, Esq., Braverman Greenspun, PC
 Gerard McCabe, Esq., FG McCabe & Associates, PLLC
 Jay L. Hack, Esq., Gallet Dreyer & Berkey, LLP
 Ronald A. Sher, Esq., Himmelfarb & Sher, LLP
 Steven R. Wagner, Esq., Wagner Berkow, LLP

Mar 26

Speakers

When... Thursday, March 26, 2015
 8am ... Breakfast, Registration, Networking
 9:15 to 11:00 ... "How To Run A Meeting" SEMINAR
 11:00 to 12:30 ... Brunch/Lunch Refreshments, Networking
 12:30 to 1:30 ... "Balance Your Heating System" SEMINAR
 1:30 to 2:30 ... Lunch, Refreshments, Networking

WHILE IT IS STILL HEATING SEASON, Address:

- Banging pipes and other maladies.
- If your heating system needs tweaking or balancing.
- Nuanced techniques when switching heating fuels back & forth.

Charles E. Marino, P.E., Braxton Engineering, P.C.
 Will moderate a panel of heating professionals.

Mar 26

At: The General Society of Mechanics & Tradesmen
 Ground Floor Library Pavilion, 20 West 44th Street (5th & 6th Aves)
 Convenient to any train to 42nd St, NYC



Please help and support us in digitizing NYARM's decades of archived property management education. \$ _____ I contribute this amount to go directly to the efforts to video and digitize NYARM's educational archives.

Margie Russell
 Executive Director
 fax RSVP to (212) 216-0680
 Please mail payment to:
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 New York, NY 10023

Name(s) _____
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To Attend:
 → \$85 All NYARM Members
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 Same one price for morning, afternoon or both.

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