



Board Meeting Minutes
October 18, 2011
Eagle Crest Resort
1522 Cline Falls Road
Redmond, Oregon

Meeting was called to order at 6:12 pm.

Board Meeting Attendance:

Mary Meloy	Consultant	President
Mark Schoening	City of Eugene	President-Elect
Peggy Keppler	City of Eugene	Past-President
Stephanie Reid	City of Lincoln City	National Delegate
Bob Patterson	City of Pendleton	Secretary
Terry Song	HNTB	Treasurer
Delora Kerber	City of Wilsonville	Director
Elizabeth Papadopoulous	TriMet	Director
Marty Andersen	T.Y. Lin	Director
Todd Watkins	Washington County	Director
Russ Thomas	City of Newberg	Director

Board Member's Absent:

Paul Shirey	Retired	Director
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Others in Attendance:

Maggie Vohs	CAMEO
Marianne Eichler	CAMEO

Good of the Order – Mary Meloy

Mary started the good of the order by updating everyone on her battle with Lyme disease. She thanked the Board for stepping up in her absence. She asked about Greg Miller's status with his cancer. Todd explained that it has been difficult. Russ mentioned he has a grandson due on 12/23 and a grandchild due 3/22. Peggy presented a special table topper to Todd – she made the table top decorations for the banquet tables for this conference. Todd was overjoyed in accepting Peggy's gift. Todd mentioned that he will be extremely grateful to see the Gizmo go to someone else at this conference.

Secretary's Report – Bob Patterson

Bob summarized the minutes from the June 2011 meeting. No corrections were noted. He did not present the July 2011 minutes.

Motion made to approve June minutes; seconded and approved.

Treasurer's Report – Terry Song

Terry provided the July, August, and September account reports to the Board. He noted that scholarships have been paid and that we have seen a jump in revenue – line item 408: schools.

Motion made to accept the Treasurer's reports; seconded and approved.

Terry deferred to Delora to update everyone on the status of the overall profit for the Oregon Chapter from the joint Spring Conference. \$32,000 was the original profit conveyed to her for the conference, but \$14,000 was left in the overall checking account. This means only \$3,000 would come to the Oregon Chapter based on the attendance split. In reviewing the books, she could verify \$23,000 in profit, for a difference of \$9,000. Toby, WA

Chapter Treasurer, will be going through the conference books to verify the profit and reach consensus on a final number. Delora expects that number in a few weeks.

Maggie and Terry mentioned that the term “profit” should not be used for a non-profit organization. We should be using the term “gain.”

ACTION ITEM: THE TERM “GAIN” WILL BE USED IN THE FUTURE IN LIEU OF “PROFIT.”

Side note: Quick book reports provide “profit and loss” reports, not “gain and loss” reports for educational workshops and the Fall Conference.

Terry mentioned the need for new signatures in gearing up for the Spring Conference. He presented a resolution for Pacific Continental Bank for the following signatures: Peggy Keppler, Katie Blair, Teri Newhouse, and Terrance Song.

Motion made to accept the Resolution; seconded and approve.

President’s Report – Mary Meloy

Mary expressed that her short term memory has been affected by the Lime Disease. Mark mentioned Peggy is now on the National’s Audit Committee and Kurt is serving as chair of National’s Government Affairs Committee. Stephanie provided a quick update on National’s awards: Gordon is on the Award Committee and Kurt is a Public Works Executive Fellow. Todd mentioned we need to be actively involved for award consideration at National.

Fall Conference – Mark / Maggie / Marianne

They gave a rundown of all the activities and status for attendance. Golf tournament was held earlier in the day and participants are at a sponsored BBQ. Tomorrow is a tour of PGE fish passage facility located at a reservoir on the Deschutes River. Technical sessions are all ready to go for the conference and the hotel sold out. \$3,500 has been received in sponsorships. 45 exhibitors and 140 delegates are registered. See “GAIN and LOSS” statement provided for donations from delegates and exhibitors. 14 first timers are in attendance. Gift basket raffle is being provided for Foundation fundraising. Russ mentioned that \$500 for the Foundation was raised from the golfers, with 51 golfers registered and 49 playing the round earlier in the day.

National Delegate Report – Stephanie Reid

Stephanie attended Congress in September and every Spring and Fall will be attending the House of Delegates meeting at the National level. She mentioned 28,570 is National’s membership total. She also mentioned the Sustainability Conference was a success in June in Portland and the next one will be held in St. Louis.

Old Business:

Maggie reviewed some discussion topics she provided in a hand-out as our event director. These items were related to leveraging the booking of conferences with the event director; preventing date conflicts between Chapter and event director; use event director for conference brochures; and educational support from ODOT T2.

Biggest item for the Board is the upcoming retirements with ODOT T2. Changes may be coming in regards to APWA educational class financial support for Fall 2012 and beyond. Maggie mentioned creating a committee to work with CAMEO to address this challenge.

ACTION ITEM: RETREAT: APWA CHAPTER POSITION ON STEERING COMMITTEE AT T2.

Info only for retreat consideration: consider standing position on steering committee and formalize relationship, possibly through Education Chair.

An additional topic was added to the discussion: compare local to National offerings for training and address any overlap.

Peggy provided an update on the Chapter By-Laws. She mentioned that four comments were received from sending out the draft amended By-Laws to the membership. These include:

- How to conduct business

- Policy, practices, and procedures (local)
- 2-year terms, 1/2 turnover
- 3 term limit

Peggy lead discussion on each of these comments and the differences between the existing By-Laws and the proposed By-Laws. Basic summary is the updated By-Laws are to address National issues and have been reviewed by National with no comments or concerns.

Motion made to recommend By-Laws (as red lined) to Membership Friday morning for approval; seconded and approved.

Mark discussed the upcoming Board retreat. It will be held November 15th and 16th at Silver Falls State Park. We will be discussing the Strategic Plan, perform team building, and setting goal for 2012. Brian Van Norman, from National, will be our facilitator.

New Business / Board Initiated Items

Peggy presented the logo for the Spring Conference incorporating “blending generations & new technology.” She mentioned that there are 593 different public works practices and 39 different program areas identified by National.

Adjourned at 8:09 pm.