

Oregon Chapter APWA Board Meeting Minutes



Date: **August 23, 2006**

Location: Pendleton Conference Center, Pendleton, OR

<u>Board Members Present</u>	<u>Board Members Absent</u>
Lila Bradley, President	Greg Miller, Past President
Kurt Corey, President-Elect	Rick Olson, Secretary
Marty Andersen, Director	Gregg Weston, Treasurer
Jim Carnahan, Director	Yvonne McClain, Director
Ken Fuller, Director	
Peggy Keppler, Director	
Bob Patterson, Director	<u>Visitors</u>
Hugh Kalani, National Delegate	Barbara Duda

Meeting called to order at 10:00 AM by President Lila Bradley

Chapter Board Meeting

Approval of Minutes

The minutes of the July, 2006 regular board meeting were approved with minor corrections.

Treasurers Report

Barbara Duda provided the Treasurer's Report on behalf of Gregg Weston and the report was approved as submitted. Barbara indicated that \$25,000 of the proceeds from the Spring Conference had been placed in the Chapter's Money Market account and the balance of about \$2000 had been deposited in the regular business account and further reported that an additional \$5000 had been transferred from the education account to the regular business account

President's Report

Lila Bradley shared correspondence from Washington Chapter member Peter Capell in which Mr. Capell admitted to defacing the Gizmo, demanding payment for its safe return, and dissing Pendleton. The board discussed various strategies following which Lila agreed to advise Mr. Capell that we don't negotiate with terrorists.

Delegate's report

Hugh provided an update on the planning efforts for the joint chapter dinner scheduled during the upcoming Congress in Kansas City. Hugh also indicated he is working on a semi-annual report from the chapter to the national board of directors and solicited any suggestions for items to include in the report.

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Correspondence

There was no correspondence to share this month.

Chapter Conferences:

- **Spring Conference 2006, Joint Conference with Washington Chapter, Vancouver Convention Center, March 28-31** – Barbara Duda reported that she had received the final reconciliation of proceeds from the joint Oregon/Washington Spring Conference in the amount of \$27,588 with the monies having been deposited as detailed previously in the Treasurer's Report.
- **Fall Conference 2006, Pendleton Convention Center, October 10-13** – Bob Patterson reported that conference arrangements are generally in order with work continuing on logistics such as exhibitor coordination with the casino night activities. ESI has mailed out the conference flyer and registrations are coming in. Hugh Kalani is working on national delegate invitations. Following discussion, Bob led a tour of the conference facility.
- **Spring Conference 2007, Ashland, May 1-4** – There was nothing new to report regarding the 2007 Spring Conference planning since the last meeting. The board discussed the possibility of inviting the Northern California Chapter to participate.
- **Fall 2007 Conference, Bend** – The board acknowledged that a \$1000 deposit would be made to the Bend Conference Center. The conference account advance will be processed later this year.
- **Spring 2008 Conference, Joint w/ Washington and Rocky Mountain Chapters** – There was no update on the Spring 2008 conference although it is likely we will need to consider alternatives besides a joint conference.
- **Fall 2008 Conference** – The board agreed to ask Terry Chamberlin to investigate options for the Fall 2008 conference including Welches, Skamania, and Florence.

Committee Reports: No reports.

Old Business:

- **Public Works Institute** – Jeanne Nyquist was not in attendance to report on the status of the Public Works Institute efforts.
- **Conference Scholarship Advertising** – Ted Kyle was not in attendance to discuss this item.

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- **One-Call Committee Chair** – Tim Simons, City Engineer for the City of Pendleton, was in attendance to accept the appointment and assume his role as Chair of the One-Call Committee. Thank you, Tim!
- **Model by-laws** – Marty Andersen, Peggy Keppler, and Kurt Corey reported they had recently met to draft recommended updates to the chapter by-laws that would bring them into compliance with national requirements. They hope to provide a summary of the changes to the board for approval at their October meeting followed by ratification at the general business meeting on October 13.
- **Community Outreach Funding Draft Policy** – There was no change to report on this effort since the last meeting. The goal is to complete the draft for consideration in October.
- **Mailing List Email Management** – No report.

New Business:

- **Pendleton Conference Technical Program** – Kurt Corey provided a report on the current status of the technical program, noting several speaker forms were still due.
- **2006 Fall Conference Awards** – Peggy Keppler provided a brief report on the Fall Conference awards. She indicated nominations were still needed for several of the awards and that the board also needs to document the criteria for the Bowes Award. Peggy will send out an e-mail reminder to the membership.
- **ESI Contract Bidding** – Proposals from potential new service providers are due in the near future following which Lila Bradley, Jeanne Nyquist, Judy Arasmith, and Gordon Merseth will review the submittals and provide a recommendation to the board.
- **Review Goals for 2006** – In the interest of time, this item was held over until the December meeting.

Director Initiated Items – Ken Fuller made some observations about the need for and the value of mutual aid agreements between Oregon public works departments and led a discussion as to how this might be promoted through the chapter. Ken will follow up on this issue and update the board as appropriate.

Next Board Meeting: *October 10, 2006 in Pendleton*

Agenda Items for next meeting:

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With no other business pending, President Lila Bradley adjourned the meeting at 1:20 PM

Respectfully Submitted,

Kurt Corey for Rick Olson, Secretary

OREGON CHAPTER BOARD 2005 MEETING CALENDAR

<u>Month</u>	<u>Date</u>	<u>Location</u>	
JANUARY	20	OTAK	Lake Oswego
FEBRUARY	10	SALEM ODOT	
MARCH	28	Spring Conference	Vancouver Convention Center
<i>APRIL</i>		<i>No Meeting</i>	<i>No Meeting</i>
MAY	12	OTAK	Lake Oswego
JUNE	9	DEA Office	Bend
JULY	14		Lincoln City
AUGUST	11	Convention Center	Pendleton
<i>SEPTEMBER</i>		<i>No Meeting</i>	<i>APWA Congress – Kansas City</i>
OCTOBER	10	Fall Conference	Pendleton
NOVEMBER	9		Eugene
DECEMBER	8		Lincoln City