

# Oregon Chapter APWA Board Meeting Minutes



Date: **June 9, 2006**

Location: David Evans & Associates offices, Bend, OR

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

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

## **Chapter Board Meeting**

### **Approval of Minutes**

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

### **Treasurers Report**

Gregg Weston provided the Treasurer's Report which was approved as submitted.

### **President's Report**

Lila Bradley had no report this month.

### **Delegate's report**

Hugh Kalani provided an update on the concept of a joint Region IIX/Region IX chapter dinner at the National Congress in Kansas City. Region IIX delegates are still pursuing the idea but have not as of this date provided any estimated cost information. The board asked Hugh to start looking at a contingent plan for a traditional Oregon/Washington chapter dinner in case the broader event fails to materialize.

### **Correspondence**

The correspondence file was circulated for general information. Most notably, the file contained a copy of the PACE Award application (thanks to Peggy Keppler and Stephanie Reid) and a memo from Greg Miller advising the board of his pending

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scheduled medical treatment and availability over the next few months. The board asked Lila to send Greg an appropriate acknowledgement.

### Chapter Conferences:

- **Spring Conference 2006, Joint Conference with Washington Chapter, Vancouver Convention Center, March 28-31** – Final accounting is still underway and there was no additional report on the recent Spring Conference at this time.
- **Fall Conference 2006, Pendleton Convention Center, October 10-13** – Bob Patterson provided a brief report on the planning efforts for the Fall Conference which are well under way. Included in the information was a draft conference summary. The board reviewed potential conference registration costs and concurred the budget would not accommodate the cost of a paid professional speaker for the fall conference. Lila will contact National to extend an invitation to officers and/or staff who might wish to attend.
- **Spring Conference 2007, Ashland, May 1-4** – Lila reported the contract with the conference center in Ashland has been approved and payment submitted. She will follow up with Bob Deuell for assistance in establishing a conference host committee.
- **Fall 2007 Conference, Bend** – No report
- **Spring 2008 Conference, Joint w/ Washington and Rocky Mountain Chapters** – The board acknowledged the need to visit with Washington Chapter President Pete Capell about this as Washington is reportedly meeting jointly with the Rocky Mountain Chapter in 2007.
- **Fall 2008 Conference** – The board briefly discussed options for the Fall 2008 conference and determined to ask Terry Chamberlin to initiate contact with the conference center in Welches.

**Committee Reports:** None

### Old Business:

- **Public Works Institute** – There was no report this month. Jeanne Nyquist will be contacted in regard to the potential need for assistance from Event Solutions, Inc. in marketing/facilitating the initial course offering.
- **Conference Scholarship Advertising** – No report.
- **Future National Congress in Portland** – No report.

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- **One-Call Committee Chair** – No report.
- **Medallion Fundraiser** – No report.
- **Insurance** – There was no specific report regarding insurance but it was noted the list of upcoming chapter events has been submitted to National.
- **Model by-laws** - Kurt Corey, Peggy Keppler, and Marty Andersen will schedule a meeting in Salem in the near future to draft the proposed revisions to the chapter by-laws necessary to bring them into compliance with changes made by National.
- **Community Outreach Funding Draft Policy** – No report.
- **Engineers Without Borders** – No report.
- **Mailing List Email Management** – No report.

### **New Business:**

- **Pendleton Conference Technical Program** – Kurt Corey provided an updated draft of the fall conference program. A number of additional topics were suggested sufficient to fill out the program. Various board members were assigned to follow up as facilitators with potential speakers.
- **ESI Contract Bidding** – The board briefly discussed potential known providers of the type of service we have received through ESI. It was recommended that Gordon Merseth establish a subcommittee to solicit, review, and provide a recommendation to the board for a replacement for ESI.

**Director Initiated Items** – The board briefly discussed several items of interest including the current National membership campaign, *“Never Been a Member”*. In addition, Peggy Keppler reported that Jim McLaughlin, City of Eugene, has expressed interest in serving as the chapter’s Diversity Committee Chair – Lila formalized the appointment and will send Jim an acknowledgement.

**Next Board Meeting:** July 14, 2006 at City Hall in Lincoln City

### **Agenda Items for next meeting:**

- Chapter Conference reports
- Public Works Institute
- Conference Scholarship Advertising

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- National Congress in Portland
- One-call Committee Chair
- Medallions
- Insurance
- Model By-Laws
- Community Outreach Funding Application
- Engineers without Borders
- Email Listserv Management
- Pendleton Conference Program

***With no other business pending, President Lila Bradley adjourned the meeting at 1:00 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
<b><i>APRIL</i></b>		<b><i>No Meeting</i></b>	<b><i>No Meeting</i></b>
MAY	12	OTAK	Lake Oswego
JUNE	9	DEA Office	Bend
JULY	14		Lincoln City
AUGUST	11	Convention Center	Pendleton
<b><i>SEPTEMBER</i></b>		<b><i>No Meeting</i></b>	<b><i>APWA Congress – Kansas City</i></b>
OCTOBER	10	Fall Conference	Pendleton
NOVEMBER	9		Eugene
DECEMBER	9		Lincoln City