

Chapter Board Meeting Minutes
 Silver Falls Lodge and Conference Center
 20022 Silver Falls Hwy SE
 Sublimity, Oregon
 December 4, 2018



Call to Order: 2:00 p.m. Jenifer Willer

Board Member Attendance

		Present	Absent
Jenifer Willer	President	X	
Gordon Munro	President-elect	X	
Nikki Messenger	Secretary	X	
Mike Bisset	Treasurer		X
Dan Boss	National Delegate	X	
Russ Thomas	Immediate Past President		X
Tim Blackwood	Director		
Ashley Cantlon	Director	X	
John Lewis	Director		X
Russ Norton	Director		X
Tony Roos	Director	X	
Doug Singer	Director	X	
Gregg Weston	Foundation Liaison	X	
Terry Song	Foundation Liaison		

* Present via Conference Call

Guests

Brad Patterson – APWA National

Shannon Williams – incoming board member arrived @ 3pm

Chapter Board Business/Updates

- **President's Report** – Willer explained the exchange program with Washington chapter. We typically send a board member to their spring conference and they send one to our fall conference. Willer requested a volunteer for the Washington conference in Tacoma on April 23-25th. Blackwood volunteered. Willer will let Washington know that Blackwood is interested in attending.
- **Secretary's Report** – Singer distributed the November draft minutes. Blackwood mentioned he had sent friendly amendments. Other friendly amendments were brought forth. Roos made a motion to approve with amendments. Seconded by Boss. Motion carried.
- **Treasurer's Report** - No report this month.
- **National Delegate's Report** – Boss reported that Talking Points from National went out this morning forwarded via email. Boss stated he is registered to be attend the January meeting in Kansas City. Shannon Williams and Russ Norton are scheduled to attend the APWA Board leadership training in Kansas City. Brad Patterson mentioned the social event will be at an old speak easy in KC. Patterson encouraged Roos to go for treasurer's training. Roos mentioned there will be a change in financial reporting and the Chapter will have to use national's system – Quicken. Messenger made a motion for the chapter pay for Roos to attend the January training in Kansas City. Boss seconded. Motion carried.

Patterson gave a membership report as follows:

- Membership is down slightly. Part of the reason is that National has adjusted the life members and removed someone if they could not verify life.
 - A new director of membership was hired last week. She has APWA background and is working as a Public Works Director currently. She will start in January.
- **Scholastic Foundation Update** – Weston stated there was not much new to report. The Foundation board meeting is next Friday. Weston reported the board is going over scholarships and considering how to deal with dollars that didn't get awarded. Boss mentioned that he talked about scholarships at PWI training in an effort to promote his scholarship for people that are working and want to go back to school. Weston reported that the Gizmo raised approximately \$5500 at the fall conference. With speaker gifts and registration, the contribution totaled around \$7700.

- CMSI Fall Conference Report & 2018 Education Report -- Willer handed out financial reports for conferences and trainings. The gain on the fall conference was \$4,390. There was a loss on the short school in Ashland. Attendance was down. Boss mentioned he expects PWI may lose money for the year due to increases in food costs. Discussion ensued regarding whether to set a gain/loss target for Maggie. Discussed ideas for delivering additional service to members with large fund balance. Decision to continue the discussion as part of the annual strategic planning. Roos mentioned he continues to work on developing a class for certified inspector training. Singer mentioned national has certification with webinars online for a Certified public infrastructure inspector (CPII). Willer mentioned she is setting up an education committee meeting in January and would like to include discussion there.

Continuing Business/ New Business

- National Awards due March 1, 2019
 - Top Ten Leader – Willer led discussion regarding potential candidates. The consensus was there are many good candidates. Munro motioned to have Russ Thomas be the Oregon Top Ten nominee. Roos seconded. Motion carried.
 - Young Leader -- Singer motioned to move Chase Welborn's application forward. Cantlon seconded. Motion carried.
 - Roos moved to use Eric Jones for writing both the Top Ten and Young Leader awards nominations. Boss seconded. The motion was amended to include the PACE award application too. Motion carried.
- Messenger questioned if board service was recognized by OSBEELS for professional development. Willer stated that APWA board service earns 4 pdh hours per year.

Conferences

- Fall 2018 -- Munro asked if we have fall conference feedback yet. Willer stated Maggie is still working on it.
- Spring 2019 – Bend, April 16-19, 2019 Willer stated the call for presentations is out and Roos wins the award for being the first one in. Abstracts are due December 24th. Matt McRostie and Tom will reach out to City of Bend to see if they want to present.
- Fall 2019 – Hood River, Oct 22-25, 2019. Cantlon mentioned she has touched base with someone that started working there to get contact info for public works

(City of Hood River). Roos mentioned he knows the Public Works Director and will send an email.

- Spring 2020 – Seaside, April 7-10, 2020
- Exhibitor Relations -- Roos stated he wants to go to Hood River and see the space before advertising the number of spots available. Roos also wants to see Canyonville feedback.

Other business –

PASS THE GAVEL – gavel was left in Willer's car.

Adjourn: 3:50 p.m.