

MINUTES
Oregon Chapter APWA Scholastic Foundation
Trustee Meeting
August 1, 2003

Call to Order: 9:15 a.m. Depot Bay, OR

Attending:

| | |
|---------------------------|-------------------------|
| Don Schut, President | Gordon Merseth, Trustee |
| Ron Polvi, Vice President | Dan Boss, Treasurer |
| Jeanne Nyquist, Secretary | |

Minutes

Approved minutes of April 25, 2003 as submitted.

Treasurer's Report

Current total assets are \$124, 566.09.

Investments are recovering previous losses.

Dan and Don have almost finished sending thank you letters to donors.

Treasurer's report approved as submitted.

Old Business

Tribute Account:

Current policy allows account to be established at a minimum \$1,000 initial contribution and tracked until it reaches \$10,000 at which time a tribute scholarship would be established in the donor's name. There was discussion about changing the policy to lower the initial \$1,000 limit. This option was not selected because it would impact the general fund. It was decided to retain the existing \$1,000 limit and promote this opportunity through an article in the APWA Reporter.

Action: Gordon Merseth will review the Bylaws and policy statements and propose any needed corrections at the next meeting.

Disbursement Policy for Tribute Accounts

We need a policy for tribute account when the balances fall below \$10,000 because of a downturn in the investment market.

- Annual review of accounts
- Adjust scholarship feed from general fund
- Review account balance
- Conduct targeted fund raising.
- Scholarship awards to be adjusted based on health of the fund.

Action: Jeanne will draft a revision to the policy for consideration at the next meeting.

New Business

Board nominations are needed by the next meeting.

Scholarship Applicants:

Dave Vargas recommended the following scholarship awards:

| | | | |
|--|----------------|---------|----------|
| Blue Mountain Community College (Les Lyle) | Matthew Jenson | \$500 | Approved |
| Oregon State University | Douglas Singer | \$2,800 | Approved |
| Portland State University | Daniel Ward | \$2,800 | Approved |
| Portland State University (Lindberg) | Beth Ragel | \$2,000 | Approved |
| Tuition Assistance/Member | Kelly Grover | \$250 | Approved |

(upon successful completion)

Oregon Institute of Technology has not yet submitted their applications

Fund Raising

- Jeanne reported that she and Gene Appel met with Deborah Sievert-Morris regarding marketing of Gene's football history book on E-Bay. Deborah will submit a request for E-Bay to evaluate the value of the book prior to marketing. Gene established his minimum value at \$5,000.
- Recognition dinner tabled until Gene Appel's return from vacation. Event is targeted for Fall, 2004.
- Action will be held at Kah-Nee-Ta Conference. Ron Polvi is coordinating.
- Tribute Accounts—Corporations could establish tribute accounts in honor of founders or key employees. Gordon will contact Mike Kennedy at CH₂M/Hill and Ron will make contact with OTAK to pursue this idea.
- Casting- (manhole, water lids) for sale. Ron Polvi will check on feasibility and cost of castings.

Next Meeting: 9:00 a.m. on Thursday, October 17th at the Tualatin Operations Center.

Adjourned: 11:10 a.m.

Minutes submitted by: Jeanne Nyquist, Secretary