

**APWA SCHOLASTIC FOUNDATION
MINUTES
of the
DIRECTORS MEETING**

Date: July 9, 2004
Location: David Evans and Associates Office
Bend, Oregon

Attending: Directors: Jeanne Nyquist (President), Dan Boss (Treasurer), Gordon Merseth (Secretary), Ron Polvi, Ted Kyle, Stephanie Reid, Jim Gilmer.

Absent: Mary Meloy

Others present: Most of the Chapter's Board of Directors were in attendance, as were National Delegate Hugh Kalani, and fund raising staff, Gene Appel.

Call to Order:

The meeting was called to order by President Jeanne Nyquist at 9:30 am. An agenda had been distributed to all Directors via e.mail.

Minutes of Previous Meeting:

After review, it was moved, seconded and carried to approve the minutes of the May 5th meeting with the correct location inserted.

Treasurers Report:

Dan distributed the financial reports through June 30, 2004. He reported a fund balance of \$142,043.76 with no outstanding bills. Dan discussed the handling of tribute accounts for Chapter Board members. Current policy is to show a tribute account balance with only the funds that have actually been contributed to it. Until they are fully funded and have received donations exceeding \$10,000, no gain or loss of the accounts will accrue as a result of investments. After they are activated, they will fluctuate with other invested funds of the foundation.

Foundation and Chapter Directors also reviewed the quarterly reports as reported by Columbia Funds. A brief discussion of the status of Columbia Funds relating to ongoing federal mutual fund investigations ensued. Dan reported that Columbia Funds has provided detailed information regarding their investment practices

Dan distributed copies of the Foundation's 2003 tax filing. It was moved, seconded and passed to approve the report.

Dan also distributed a letter from James Brinkman, the Foundation's tax accountant. He questions use of the term "permanent" on the chapter's web site. He also pointed out the web site says "Trustee" rather than "Director". Jeanne will research the bylaws regarding use of the word "permanent" and Dan will correct Trustee to Director. Dan will put the 2003 tax return on the website in pdf format.

He also noted that we had tentatively planned to have someone from the Chapter Board audit the books today. The Directors of both boards concurred. A motion was made, seconded and passed to do the audit today.

Old Business:

1. None

New Business:

1. Fund Raising. Ron Polvi brought several examples of casting used by other organizations for sale. The Directors discussed the advantages/disadvantages of each and the prospects of sales to members and others. No decision was made on whether or not to pursue this idea. Ron said he would research costs of the castings.

Directors also discussed other fund raising options, including purchasing manhole castings embossed with the APWA logo or other similar emblem, sales of parking meters – especially the older, brass models, and the possibility of conducting sales of memorabilia on Ebay. Jeanne will check into setting up an E-Bay auction site again. Gene Appel reminded us that he has offered to donate a heavily-autographed NFL book with photos and signatures of a number of all-stars.

2. Gordon distributed the revisions to our policy on Tribute Accounts. He will forward the revised policy to Jeanne for inclusion in the Foundation Policy book.
3. Directors reviewed the scholarship applications provided by Dave Vargas. After discussion, a motion was made, seconded, and passed to award scholarships to:
 1. Erich Schaal (Engineering) – OIT
 2. Christopher Goins (Engineering) – OSU
 3. Christie Moore (Engineering) – PSU
 4. Laurie Harris (Urban and Regional Planning) – PSU/Lindberg
4. The next meeting of the Directors is scheduled for October 13th at the Fall Conference in Welches at the Inn at the Mountain. The time will be announced at a later date.

The meeting was adjourned at 10:30 am.

Recorded by Foundation Secretary,

Gordon Merseth