

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

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**Date:** January 5, 2007  
**Location:** Tualatin, Oregon  
Tualatin Maintenance Center

**ATTENDING:** Directors: Jeanne Nyquist (President), Dan Boss (Treasurer), Ron Polvi (Vice President), Jim Gilmer, Ted Kyle, and Gordon Merseth (Secretary).

**CALL TO ORDER**

Jeanne convened the meeting at 10:15. An agenda had been distributed to all Directors via e.mail.

**MINUTES OF PREVIOUS MEETINGS**

A motion was made, seconded and passed to approve the minutes from the meeting of December 1, 2006.

**TREASURERS REPORT**

Treasurer Dan Boss distributed a report showing that the foundation showed a fund balance at December 31, 2006 of \$199,986.09. The Directors reviewed the fund allocations and income reports. Dan reported that letters acknowledging donors are ready to be mailed. The second scholarship payments are also prepared and ready to be sent to recipients. Dan said that he plans to transfer funds from the Daily Columbia Fund to cover the checking account until the Chapter's annual contribution arrives.

A motion was made, seconded and passed to accept the Treasurer's report.

**OLD BUSINESS**

**1. Chapter Board Contact:** Ron reported on his recent attendance at the Chapter Board meeting. The Board has budgeted \$6000 as an annual contribution to the Foundation. He was prepared to request a higher amount this time but sensed that the Board would be reluctant to approve an increase. The Board has approved a 2007 budget of \$15,000 for Community Outreach and \$1000 for employee scholarships.

Ron described to the Board the Foundation's Trust Account initiative for 2007 with the goal of adding at least 7 new Trust Accounts. He reported receiving a mixed reaction to this program from Board members. Their discussion focused on having the Foundation achieve financial self-sustainability and perhaps moving away from relying so much on soliciting funds from the Chapter and the members.

Ron reported on a meeting he had with Dr. Edward Ray, OSU President and Board member Rick Olson regarding development of a joint fund raising initiative to benefit both the university and APWA.

Ted offered the observation that we should be doing more to reinforce the relationship between the Chapter Board and the Foundation. Among the ideas proposed were: having the Foundation board represented at the Chapter Board meetings by someone other than the Chapter Board members, continuing use of the display showing former scholarship recipients, highlighting the value of the scholarship program at all conferences using photos,

thank you cards, and other similar materials. The Foundation should upgrade our message to include results of the program and the impact it has had on students lives.

Jeanne said she will contact Rick Olson to see about getting time in the Spring Conference to highlight the work of the Foundation. She will also be in touch with Kurt and Lila to reinforce their critical roles as liaisons between the two Boards. She will also speak with Kurt about opportunities to involve the Chapter Board in distributing scholarships.

## **NEW BUSINESS**

**1. Tribute Accounts:** Members discussed the 2007 initiative to increase the number of Tribute Accounts. Ted requested that the guidelines be modified to allow monthly payments of \$100 over 10 months to reach the initial contribution level and have the account be included in the 2007 program. The request received consensus.

Ron reported contacts with Rick Olson, Kurt Corey, and Dave Vargas regarding new accounts.

**2. Medallions:** Ron reported that 49 medallions have been sold and that there are probably 51 remaining. All members are urged to market these at every opportunity.

**3. Scholarship Forms:** Dr. Trevor Smith, PSU has requested that the Geotechnical Engineering discipline be included on our scholarship application form again. It was apparently omitted in the most recent version. The Board agreed that it should be include and will ask Bob Deuel to do so.

**4. Chapter Address:** Jeanne noted that the Chapter has selected Maggie Vohs to provide support services to the Chapter and the Education Program. She will now be our new 'official' Chapter/Foundation address as well. Her address is:

Cameo Management Solutions  
PO Box 410  
Otis, Oregon 97368  
Phone: 541.992.4252

We need to make changes on stationery and web information.

In light of this change, a motion was made, seconded and carried to change the Scholastic Foundation's corporate address.

**5. Meeting Schedule for 2007:** The Foundation Board will meet on **March 9<sup>th</sup>, May 3<sup>rd</sup>, July 13<sup>th</sup>, October 17<sup>th</sup>, and December 7<sup>th</sup>**. The added meetings will focus on the Generations-70 initiative.

## **ADJOURN**

With no further business, the meeting was adjourned at 11:04 am.

Recorded by Gordon Merseth  
Secretary