

**Oregon Chapter APWA Scholastic Foundation
Trustees Meeting**

Date: June 11, 2010

Location: Washington County Land Use & Transportation
1400 SW Walnut Street, Hillsboro, Oregon

Attending:

Kurt Corey, President
Jim Gilmer, Vice President
Jeanne Nyquist, Secretary
Gordon Merseeth, Trustee
Greg Miller, Trustee
Eric Jones, Trustee
Gregg Weston, Chapter Past President
Victoria Saager, Scholarship Committee Chair

Call to Order:

The meeting was called to order by President Kurt Corey at 9:17 am.

Minutes:

Minutes of the April 29, 2010, meeting were approved as submitted.

Treasurer's Report:

Treasurer Dan Boss was absent, so there was no Treasurer's Report.

Old Business:

Update of Fund Raising Goals

The Board deliberated on setting a new fund raising goal for the Foundation. Jeanne Nyquist presented two potential scenarios for the Board's review. The Board expressed a desire to set a new fund raising goal that is predicated on a realistic return on investment, continued annual donations from the Chapter and continued fund raising from the Gizmo and conference registration fees.

Jeanne Nyquist made a motion to set the Foundation's new fund raising target at \$400,000 by 2020. This fund raising target is based on the following assumptions:

- Receiving Gizmo and registration revenue from two conferences per year,
- Averaging 5% per year return on investments through 2012, then 8% per year thereafter,
- Increasing the amount of scholarship awards by 3% per year, and adding new scholarships valued at \$1,000 every five years (2015 and 2020).

The motion was approved unanimously by vote.

The Board discussed the need to sustain an ongoing relationship with the Chapter and include the Foundation's fund raising plans in the Chapter's strategic planning process.

Scholarship Eligibility

Victoria reported that one of the school coordinators inquired if a student graduating mid-year would be eligible for a scholarship. She explained that our eligibility requirements do not preclude awarding a scholarship to a student graduating mid-year. The Board members expressed a desire to support students who are graduating early. Two options were discussed for students graduating mid-year—award the full scholarship vs. award half the scholarship. Board members expressed their desire to award the full scholarship in this situation, recognizing the financial burden that students face. Eric Jones made a motion to make a full scholarship available to eligible students who are graduating mid-year. Gordon Merseth seconded the motion and the Board voted unanimously in favor of the motion.

New Business:

Scholarships

Victoria submitted a draft recommendation to award \$16,000 in scholarships for the 2010-11 school year. She explained that she is awaiting the scholarship award recommendation from U of O. She expects to receive this recommendation within the next week. She will forward the U of O recommendation to the Board for an electronic vote. Eric Jones made a motion to approve the scholarship award recommendation as submitted. Greg Miller seconded the motion, and the Board voted unanimously to approve it. President Kurt will send letters notifying the scholarship recipients and their advisors. The first-half scholarship award checks will be mailed in September.

Fund Raising

- Kurt reported that Chapter President Peggy Keppler donated a certificate for a wine tasting tour for 8 people in the Salem area (expires 1/13/2011). The Board discussed a number of ideas to use the certificate for fund raising and authorized President Kurt to pursue the options.
- The Board discussed a number of fund-raising ideas including:
 - Targeting industry donations, using Century West's donation as an example,
 - Offering the ability for employees to donate through payroll deduction,
 - Adding a donation option to all of our printed and electronic materials, such as educational announcements, website, etc.,
 - E-mailing a donation request to all members annually, and
 - Selling Gene's football book, etc.

Eric Jones suggested that we need to develop a strategy to target our public and market the Foundation and scholarships to our membership. He pointed out that we need to first create awareness, develop support and then encourage donations. Kurt Corey appointed a fund-raising task force including Dan Boss, Ted Kyle, Eric Jones and Rick Olson. The task force is charged with recommending a fund-raising strategy by the next Foundation Board meeting at the fall conference.

Victoria Saager volunteered to research on-line marketing possibilities for Gene's football book.

Jeanne will write a newsletter article featuring Century West's philanthropy and reporting on the award of the first sustainability scholarship at U of O.

Director-Initiated Items

- The terms of three trustees (Jeanne Nyquist, Eric Jones and Ed Wegner) will expire at the end of 2010. President Kurt appointed Greg Miller, Jim Gilmer and Gordon Merseth to a nominating committee. The committee is charged with recommending trustees for three positions, to be approved at the Fall conference.
- Kurt Corey noted that we need to develop a budget proposal at our next meeting at the Fall conference for presentation to the Chapter Board on December 10.

Good of the Order:

Schedule for future meetings:

- October 13th at a time TBD at Fall Conference in Pendleton
- December 3rd at a time and place TBD.

Adjourned: 11:10 am to join the Chapter Board meeting

Respectfully Submitted:

Jeanne Nyquist, Secretary