



# APWA Oregon Chapter Scholastic Foundation

## Foundation Board Meeting Minutes

**Date:** March 31, 2011

**Location:** Joint Oregon-Washington Spring Conference  
Hilton Hotel and Convention Center, Vancouver, Washington

**Attending:** Kurt Corey, President  
Dan Boss, Trustee  
Ted Kyle, Trustee  
Eric Jones, Vice President  
Peggy Keppler, Trustee, Chapter Past President  
Rick Olson, Treasurer  
Jim Gilmer, Trustee  
Victoria Saager, Chapter Scholarship Chair  
Lauren Schwartz, scholarship recipient, guest  
Olivia Crichlow-Weick, scholarship recipient, guest

**Excused:** Gordon Merseith, Secretary  
Mary Meloy, Trustee, Chapter President  
Ed Wegner, Trustee

**Call to Order:** President Kurt Corey called the meeting to order at 1:30 p.m..

**Minutes (*action items in bold italics*; individual assignments highlighted in yellow)**  
**Minutes of the December 3, 2010 Foundation Board meeting were unanimously approved.**

### **Treasurer's Report**

Dan Boss distributed the 4<sup>th</sup> quarter report which showed a Foundation fund balance of \$244,141.78 as of December 31, 2010. Dan noted that a \$1,500 scholarship check had been voided because it had not been cashed; the check will be reissued. The credit card transactions from the fall 2010 conference in Pendleton were not posted until January 2011 and will appear on the 1<sup>st</sup> quarter report for 2011. ***The treasurer's report was unanimously accepted.***

Dan reported that he has contracted with a CPA to prepare the foundation's 2010 tax filing.

### **Resolution Regarding Authority to Sign Checks**

The board ***unanimously approved*** the following ***resolution*** (moved by Jim Gilmer and seconded by Ted Kyle): ***Dan Boss, Rick Olson, Kurt Corey and Eric Jones are authorized to sign on all Oregon APWA Scholastic Foundation accounts.***

### **Old Business**

1. ***Chapter Board Relations*** – Kurt reported that Eric attended the chapter board meeting in December 2010 and that the board approved \$6,000 for the foundation for 2011. Dan reported that the \$6,000 payment for 2011 has been received, along with the \$2,500 balance of the 2010 chapter payment.

2. *Spring Conference Fundraising* – The foundation hopes to receive scholarship funds from several activities at the spring 2011 conference, including a percentage of proceeds from the sale of “string” at the conference golf match and a wine-tasting event. Kurt will check with Lauren Behm of the Washington Chapter on the details of those receipts. The board then had a discussion about managing the Gizmo (aka “Golden Knuckle”) fund-raising event at the conference. In summary, the foundation board members expressed appreciation to Delora Kerber and Barbara Blair for getting the Gizmo fund-raising system set up, and individual foundation board members agreed to provide the staffing needed to accept donations, issue receipts and track Gizmo “votes” for the rest of the conference. After the conference, Rick and Kurt will deliver all receipts to Dan Boss.,
3. *Gizmo Guidelines* – The board expressed appreciation to Ted Kyle for drafting procedural guidelines for the Gizmo fund-raising events at the chapter conferences. Eric said he will post the most current mark-up of the guidelines on the foundation board page ([www.oregonapwa.org/foundationboard.htm](http://www.oregonapwa.org/foundationboard.htm)). The foundation board slated an action item on the Gizmo guidelines at its next meeting in June 2011. The group then discussed the future of the Gizmo and stated a goal of “starting fresh” in 2014 (the chapter’s 50<sup>th</sup> anniversary). We’d like to coordinate that effort with Gary Stockhoff, the chapter historian. Ted agreed to draft an article about the Gizmo (its past and future) for the June 2011 chapter e-newsletter.
4. *Fund-Raising Task Force* – Ted has talked with Ned Dempsey about the Century West Sustainability Scholarship (UO). The **board agreed that, because funds have not been received, the Century West scholarship will not be offered for the 2011-2012 school year.** The board also discussed Gene Apple’s autographed football book. Rick said he has been in contact with acquaintances who appraise sports memorabilia. It may be hard to determine a value for the book.

## New Business

1. *Scholarship Update* -- Victoria reported that she plans to send out scholarship application packets to 10 colleges and universities in early April. Nominations are due by May 27, recommendations will be provided to the foundation board by June 10, and the award letters will be sent by August 12. Jim offered to assist Victoria in reviewing applications.
2. *Chapter Bylaws* -- There was a brief discussion of the Oregon APWA chapter bylaws and references in those bylaws to the Scholastic Foundation. Peggy will e-mail a copy of the bylaws to the foundation board members so they can review and comment on that section of the bylaws.

Kurt adjourned the meeting at 2:30 p.m. Minutes recorded by Eric Jones

## 2011 Foundation Meeting Schedule

June 10 -	Meet with Oregon APWA Chapter Board TBD
October (tbd)	Eagle Crest - Oregon APWA Fall Conference
December 2	Tualatin Operations Center