



# APWA Oregon Chapter Scholastic Foundation

## Foundation Board Meeting Minutes

**Date:** March 18, 2015

**Location:** Oregon Chapter Spring Conference  
Valley River Inn  
Eugene, OR

**Attending:** President Gregg Weston, Vice President Jeanne Nyquist, Treasurer Rick Olson, Directors Terry Song, Dan Boss, Eric Jones, Kurt Corey, Todd Watkins, Ed Wegner, Secretary Gordon Merseeth and Chapter Scholarship Chair Victoria Saager.

Excused: Ron Polvi

**Minutes (action items in bold italics; individual assignments highlighted in yellow)**

**Call to Order:** The meeting convened by President Gregg Weston at 8:36 a.m. A quorum of Directors were in attendance.

### Approval of the Minutes

Minutes of the December 5, 2014 Board meeting had been distributed and reviewed by the Directors. A correction in the attendance roster of the December meeting was pointed out and made. **A motion was made, seconded and carried to approve the minutes as corrected.**

### Treasurer's Report

Rick Olson reviewed the Treasurer's report which had been distributed prior to the meeting. The Foundation's assets reached \$352,499.58 as of December 31, 2014. He also noted that the first set of scholarship checks have been sent however, one check has not been cashed by the recipient.

He has also modified the reporting forms to show the Don and Cathy Schut and Past President scholarship funds as active in accord with the Directors approval at our last meeting. This also allows fund earnings to be distributed to those Tribute Accounts as well.

Finally, he reported that the Brickman accounting firm will prepare the Foundation's 2014 tax return again this year.

**A motion was made, seconded and carried to approve the Treasurer's report.**

### Old Business

There was no old business on the agenda.

### New Business

**1. Scholarships** – Victoria reported that current scholarship holders had been invited to the conference but none were able to attend.

**Polvi Sustainability Scholarship:** Discussion revolved around increasing scholarship amounts and expanding the list of participating institutions. After some discussion, and with support from Ron Polvi, **a motion was made by Ron, seconded and carried to increase the Polvi Scholarship to an annual amount of \$1000 and continue its focus on sustainability studies at OSU.**

Don & Cathy Schut Tribute Account Scholarship: Gregg and Dan are continuing discussion with Don Schut regarding his thoughts on use of the tribute account scholarship which has reached the \$10,000 threshold for beginning distribution. Directors are concerned about his desire to direct the scholarship toward married students and issues that may arise by applying that criteria. It was pointed out that other \$500 scholarships are directed to the 2-year institutions while this one is intended to be used at OSU.

Consensus is that Directors are in favor of allowing an OSU student to receive this scholarship in addition to the larger (\$3000) scholarship if that's the recommendation of the school. Investigation into the question of this scholarship being set-aside for married students will continue.

Past Presidents Scholarship: Directors spent quite a bit of time discussing establishment of a Past President's scholarship, its use, institution, and size. One idea was to establish a \$1000 scholarship at OIT and offer it to the students in the discipline not competing for the annual \$3000 scholarship. A suggestion was made that this be done for just the 2015 – 16 school year to get the funds into use while we figure out what a more permanent arrangement may be.

We discussed adding new 2-year schools or increasing the current \$500 scholarship amounts to accommodate the increasing education costs. A suggestion was made to consider increasing the Langley and Lyle scholarship amounts to generate more interest on the part of those institutions. Some of these would involve a change to our policy of targeting 5% of each funds moving value to set the scholarship amount.

Dan offered a motion to transfer \$3000 from the general fund to the Past President's Tribute Account to bring it to about \$20,000. The motion was seconded. Discussion seemed to favor soliciting all the Past Presidents first so that they would have the opportunity to invest in the fund making it a true 'Past Presidents' fund. It was pointed out that no such formal request had been made yet and that the Foundation should do this before moving general fund money into the Tribute Account.

Dan withdrew the motion.

**Kurt Corey offered to draft a letter to all Past Presidents from the Foundation, requesting donations to the Past President's Tribute Account.** The letter will be signed by President Gregg Weston.

**Virginia will gather information regarding establishment of the Past President's Scholarship for publication in the Chapter newsletter.**

Lyle and Langley Scholarships: A motion was made, seconded and carried to increase the Les Lyle and Merle Langley Scholarships from \$500 to \$750 per year.

Al Alsing Tribute Account: President Gregg Weston announced receiving a contact from Kay Alsing, Al Alsing's widow indicating a strong interest in making a significant donation to the Foundation and establishing a scholarship in his memory.

Details will be identified as Gregg continues the contact with Kay and the Alsing family.

## **2. Foundation Strategic Plan**

Annual Audit: Gregg noted the Plan's directive that the Foundation's books receive an annual audit by the Chapter. **Todd will appoint an audit committee.**

Annual Chapter Contribution: Gregg reported that he has asked the Chapter Board to increase its contribution in the next fiscal year.

Add Scholarship Winners as Student Members: Directors agreed that we should pay for student memberships and ask that scholarship recipients complete the membership application and submit it to the Treasurer for payment to APWA.

Corporate Donations: No action was taken on this item.

United Way: Plan states that we should determine how much of each donation made through UW actually reaches the Foundation. No action on this item.

On-Line Donations: Eric will contact Maggie Vohs to see about using her website to allow individuals to donate electronically.

Use of Social Media: Suggestion was made that we contact someone in the Chapter's Young Professional group for suggestions on how best to connect the Foundation using social media tools. No assignments were made.

Create a 'Hall of Scholars': No action on this item.

Contacting Tribute Account Families: Gordon will develop a contact list of families of Tribute Account Scholarship founders to provide feedback to the families on scholarship recipients.

Partnership with other Scholarship awarding Organizations: No action on this item.

Gregg noted that we are now in the 3<sup>rd</sup> year of our 3-Year Strategic Plan and need to plan for an update soon.

### **3. Good of the Order**

Dan Boss reminded the Directors that his term on the Board will be over after 2015 and that with his appointment as Chapter Delegate, he will not be a candidate for the Foundation Board again. He suggested that the Board consider nominating younger Chapter members to the Foundation Board. A suggestion was also made that we consider expanding the Foundation Board from its current size to increase the opportunity to involve more members.

### **Adjourn**

The Foundation board meeting adjourned at 10:25 a.m.

Minutes Recorded by Secretary Gordon Merseth