



# APWA Oregon Chapter Scholastic Foundation

## Foundation Board Meeting Minutes

**Date:** February 2, 2018

**Location:** WH Pacific, 9755 SW Barnes Road, Portland, OR

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

**Attending:** President Terry Song, Vice President Matt MacRostie, Treasurer Rick Olson, Secretary Eric Jones, Directors Delora Kerber, Jeanne Nyquist, Ken Stoneman (telephone), Gregg Weston, Chapter board members Jenifer Willer (telephone) and Chapter Scholarship Chair Laurie Allen.

**Call to Order:** Terry Song convened the meeting at 10:08 a.m. A quorum of Directors was present.

### II. Approval of the Minutes

Minutes of the December 1, 2017 Board meeting were distributed. ***A motion was made, seconded and carried to approve the minutes as corrected.***

### III. Treasurer's Report

The financial reports prepared and distributed by Rick Olson were reviewed by the board. The report showed total foundation assets at \$490,212 as of Sept. 30. Income since the last report included deposits to the Corey Fund (\$575), Schut tribute account (\$1,000), and Dave Vargas Trust (\$6,000). Under expenses, second-half scholarship checks were sent out. Tax reports have been sent to the IRS and James Barkman CPA. The current 8-quarter sending range is \$21,497 to \$30,096. ***A motion was made, seconded and carried to accept the Treasurer's Report.***

### Old Business

**IV. Scholarship Status Updates** – The treasurer's report showed the Corey tribute account at \$26,029, which is adequate to support a \$1,000 annual scholarship at OSU. The joint scholarships (two at \$2,500 each) with Asphalt Paving Association of Oregon (APAOEF) are ready to move ahead in 2018 (the Oregon Chapter APWA will contribute a total of \$2,500, or \$1,250 for each scholarship). Gregg Weston will continue to work John Lewis and Clackamas Community College officials to revive interest in the \$750 scholarship designated for that school. Laurie Allen continues to work with staff at Portland Community College (PCC) on a new scholarship for that school.

### New Business

**V. Scholarship Eligibility Requirements** – Laurie distributed comments she received from Tara Nelson, Civil and Mechanical Engineering Technology Department Chair at PCC. Nelson sought a definition of "public works" for purposes of the scholarship; the board directed Laurie to recommend that PCC use existing core "public works" curricula such as Civil Engineering Technology, Engineering, and Emergency Management. The board also directed Laurie to decline a suggestion by Nelson that APWA and PCC form a committee to select scholarship recipients; as with every other Oregon APWA scholarship, the school is expected to recommend a recipient each year.

There was considerable discussion about selection criteria that include “United States citizen” and “two-year resident of the state of Oregon.” ***A motion was made, seconded and carried that the citizenship language for this and every other Oregon APWA scholarship be changed to “United States citizen or legal U.S. resident.”*** Laurie will make the necessary changes on the various applications. The board agreed to leave in place the language pertaining to two-year Oregon residency (four years for scholarships at four-year universities).

**VI. Review Rotating Scholarship Schedule** – Terry reviewed a 10-year schedule (see attachment A) that indicates where three rotating scholarships – Past Presidents, Veterans, and Joint APWA/APOAEF – will be offered. The board discussed the inclusion of Walla Walla Community College in Washington and agreed that WWCC provides geographic diversity with the provision that recipients must be Oregon residents.

**VII. List of Schools and Scholarships** – The board reviewed a list of 20 scholarships totaling \$29,750 for the 2018-2019 school year (see attachment B). ***A motion was made, seconded and carried to approve the list of scholarships and to authorize Terry to sign the resolution that designates the funding for the scholarships.*** Eric will prepare the resolution and send it to Terry by March 15.

**VIII. 2018 Committees** – Terry identified four committees to focus on specific foundation needs in 2018:

- Bylaws update (Delora agreed to chair this committee)
- Operations update, including succession planning and process improvement (Eric as chair)
- Strategic planning (Matt as chair)
- Scholastic criteria review and update (Gregg as chair)

Committee chairs will engage additional members as needed.

### Other Business

**Returned Scholarship Check** – ***A motion was made, seconded and carried to direct the treasurer to send a second-half check to a student who graduated last fall.*** Board members agreed that the intent of the scholarships is to help students meet the costs of education in whatever way benefits them most. Even a student who has recently graduated is likely to have residual expenses related to their education. Rick will attempt to send the check to Ke Lillah Slingluff, who graduated from PSU.

### 2018 Meeting Schedule

- April 3, 2018, Spring Conference, Eugene
- July 13, Joint meeting with Chapter Board
- October 16, 2018, Fall Conference, Canyonville
- December, 2018 – Location TBD

### Adjourn

The Foundation board meeting adjourned at 12:05 p.m.

Minutes Recorded by Foundation Secretary Eric Jones

2018 Scholarship Schedule, Updated: Attachment A

	OSU	PSU	WWCC	PCC (pending)	LCC	UCC	SWCC	OIT	UP	GeoFox	CCC (pending)
2016	Past Pres				Vet						
2017		Past Pres				Vet					
2018	APAO/APWA1		Past Pres				Vet		APAO/APWA2		
2019		APAO/APWA1		Past Pres				Vet		APAO/APWA2	
2020	APAO/APWA2				Past Pres			APAO/APWA1	Vet		
2021		APAO/APWA2				Past Pres			APAO/APWA1	Vet	
2022							Past Pres	APAO/APWA2		APAO/APWA1	Vet
2023	APAO/APWA1 & Vet							Past Pres	APAO/APWA2		
2024		APAO/APWA1 & Vet							Past Pres	APAO/APWA2	
2025	APAO/APWA2		Vet					APAO/APWA1		Past Pres	
2026		APAO/APWA2		Vet					APAO/APWA1		Past Pres
2027	Past Pres				Vet			APAO/APWA2		APAO/APWA1	

4-Year School

	Campus	Scholarship Amount	Scholarship Title
1	Clackamas Community College	\$ 750.00	Civil Engineering, Transfer, Drinking Water, Wastewater or GIS Scholarship
2	George Fox University	\$ 3,000.00	Civil Engineering
3	Lane Community College	\$ 750.00	Merle Langley Memorial Scholarship
4	Oregon Institute of Technology	\$ 3,000.00	Civil Engineering Scholarship
5	Oregon State University	\$ 1,000.00	Kurt Corey Tribute Scholarship
6	Oregon State University	\$ 1,250.00	APAO/APWA Civil Engineering Scholarship
7	Oregon State University	\$ 500.00	Environmental Engineering Schut Scholarship
8	Oregon State University	\$ 1,000.00	Civil Engineering Sustainability Ron Polvi Scholarship
9	Oregon State University	\$ 1,500.00	Civil Engineering Allen A. Alsing Scholarship
10	Oregon State University	\$ 3,000.00	Civil Engineering / Geomatics Scholarship
11	Portland Community College	\$ 750.00	Pending Conversation with Tara Nelson
12	Portland State University	\$ 3,000.00	Civil Engineering/Geomatics/Geotechnical Scholarship
13	Portland State University	\$ 2,000.00	Michael Lindberg Scholarship
14	Southwestern OR Community College	\$ 750.00	Forestry / Natural Resources
15	Southwestern OR Community College	\$ 750.00	Veterans Scholarship
16	Umpqua Community College	\$ 750.00	Civil Engineering Technology or Civil Engineering Transfer Scholarship
17	University of Portland	\$ 3,000.00	Civil Engineering
18	University of Portland	\$ 1,250.00	APAO/APWA Civil Engineering Scholarship
19	Walla Walla Community College	\$ 750.00	Les Lyle Memorial Scholarship (Oregon Students Only)
20	Walla Walla Community College	\$ 1,000.00	Past Presidents
	Total Scholarship Value:	\$ 29,750.00	