



APWA Oregon Chapter Scholastic Foundation

Foundation Board Meeting Minutes (Joint Meeting with Chapter Board); Email Vote on Scholarship Awards

Date: July 10, 2020

Location: Zoom meeting hosted by City of McMinnville (Mike Bisset)

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

Attending: President Terry Song, Secretary Eric Jones, Treasurer Pro-Tem Rick Olson, Directors Delora Kerber, Sue Nelson, Ken Stoneman, Dayna Webb, Gregg Weston, Chapter board members Mike Bisset and Gordon Munro, and Chapter Scholarship Chair Laurie Allen. Also Chapter Board members John Lewis, Dan Boss, Tim Blackwood, Ashley Cantlon, Doug Singer, Shannon Williams, Kaaren Hofmann, Chase Welborn, and Russ Norton.

Call to Order: The meeting convened by Terry Song at 10 a.m. A quorum of Directors was present.

Approval of the Minutes

Minutes of the April 8, 2020, Board meeting and subsequent email actions by Board on April 14, 2020, May 8, 2020, and May 27, 2020, were distributed electronically prior to the meeting. ***A motion was made by Weston, seconded by Stoneman and carried to approve the minutes.***

Treasurer's Report

Copies of the treasurer's report dated July 2020 were distributed electronically prior to the meeting. Olson summarized the report: Total assets of \$517,047; investment portfolio lost approximately 15% in the first quarter of 2020; two scholarship checks remain outstanding (**Laurie Allen will contact Joshua Deaver and Natasha Karan**); no GIZMO income due to the canceled spring conference; scholarship amounts, including tribute accounts, based on eight quarter average, so no immediate impacts on scholarships, but need to monitor the averages and possibly modify scholarships in the future if revenues fail to reach long-term targets.

Olson also noted that the Foundation had four nondelivered scholarship checks this past year. He recommended a second notification be sent to recipients just prior to the issuance of checks in mid-September asking them to confirm their mailing address. **Jones and Allen will develop a confirmation letter. Motion made by Kerber, seconded by Weston, and carried to approve treasurer's report.**

Recommendations for 2020-2021 Scholarships

Allen presented 15 recommendations, based on input from college counselors, for scholarship awards totaling \$25,750 for the 2020-2021 school year:

As of August 15, we did not receive recommendations for two scholarships, totaling \$1500:

- Lane Community College, Merle Langley \$Scholarship, \$750 (**Doug Singer will follow up**)
- Walla Walla Community College, Les Lyle Memorial Scholarship, \$750

For non-responsive or pending award applications, ***the Board agreed to set August 15 as a closing date*** for this round of applications, with the understanding that we will work with counselors and students on a case-by-case basis to to meet the intent of the Foundation's scholarship mission.

The Foundation will notify approved recipients as soon as possible. Jones and Allen will document the notification process, including coordination with the Chapter's notification letter, and factoring in new procedures to improve address verification.

Fundraising

The board discussed the need for non-traditional fundraising, given the cancelation of the spring 2020 conference and the likely cancelation of the fall 2020 conference. Members of the Foundation and Chapter boards discussed ideas such as an online Gizmo auction (Kerber cited a CASA of Clackamas County event as an example); online donations through Facebook (Network for Good); and potential tie-ins with a virtual Chapter Awards event. Song will appoint a task team to look at these and other options. Potential task team members include Jones, Olson, Kerber, John Lewis, and Tony Roos.

Other Business

Subsequent to the Foundation Board meeting, the Chapter Board reviewed the chapter's FY 2020-2021 budget and decided to budget \$5,500 donation to the Foundation for FY 2020-2021.

2019 Meeting Schedule

- Wednesday, October 21, board meeting TBD
- Friday, October 23, general business meeting TBD
- December date TBD, conference call

Adjourn

The Foundation board meeting adjourned at 11 a.m. Minutes recorded by Foundation Secretary Eric Jones

Email Vote to Approve 2020-2021 Scholarship Recommendations

On August 15, 2020, *Eric Jones moved, Ken Stoneman seconded, a motion* to approve the 2020-2021 scholarship recommendations presented by the Oregon APWA Scholarship Committee (Laurie Allen chair), for a total of 18 scholarships totaling \$31,500 (including 15 recommendations presented to the board on July 10, 2020, and 3 subsequent recommendations). Specific scholarship approvals are:

1. Tyler Walker, Clackamas Community College, Civil Engineering, Scholarship, \$750
2. Elizabeth Rainville, George Fox University, Civil Engineering, \$3,000
3. Garrett Oman, Oregon Institute of Technology, Civil Engineering, \$3,000
4. Anna Sheadel, Oregon Institute of Technology, APAO/APWA Joint Scholarship, \$2,500
5. Steven Kontra, Oregon State University, Kurt Corey Tribute Scholarship, \$1,000
6. Quaid Ebanks, Oregon State University, Environmental Engineering Schut Scholarship, \$1,000
7. Joshua Malpass, Oregon State University, Ron Polvi Scholarship, \$1,000
8. Elizabeth De La Lima Perez, Oregon State University, Allen A. Alsing Scholarship, \$1,500
9. Nathan Iwasaki, Oregon State University, Civil Engineering / Geomatics Scholarship, \$3,000
10. Josephine Crofoot, Oregon State University, APAO/APWA Joint Scholarship, \$2,500
11. Samantha Willimon, Portland Community College, Civil Engineering Scholarship, \$750
12. Melissa Boell, Portland State University, Civil Engineering Scholarship, \$3,000
13. Robert Hemphill, Portland State University, Michael Lindberg Scholarship, \$2,000
14. Carter Pickens, Southwestern OR Community College, Forestry / Natural Resources, \$750
15. Carter Pickens, Southwestern OR Community College, Past Presidents, \$1,000
16. Heather Shafer, Umpqua Community College, Civil Engineering Scholarship, \$750
17. Alex Morales Vidal, University of Portland, Civil Engineering, \$3,000
18. Dennis Pham, University of Portland, Veteran's Scholarship, \$1,000

The board unanimously approved the motion.