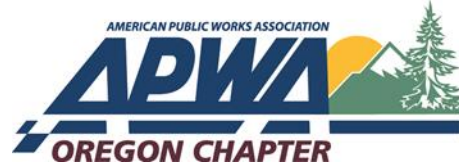


American Public Works Association



City of Roseburg
City Hall
900 SE Douglas Ave.
Roseburg, OR 97470

BOARD MEETING MINUTES September 11, 2015

Board Members Attendance:

		Present	Absent
Todd Watkins	President	X	
Delora Kerber	President-Elect	X	
Russ Thomas	Secretary	X	
Jenifer Willer	Treasurer	X	
Dan Boss	National Delegate	X	
Terry Song	Immediate Past President	X	
Mike Bisset	Director	X	
Nikki Messenger	Director	X	
Gordon Munro	Director	X	
Elizabeth Papadopoulos	Director		X
Tony Roos	Director		X
Paul Shirey	Director	X	

@= Present via Conference Call

Guests; None

Meeting was called to order at 10:08 AM by President Watkins.

Board observed a moment of silence in remembrance of the victims of September 11, 2001

Good of the Order

President's Report (Watkins):

- President Watkins presented a letter from APWA National concerning membership retention.

Secretary's Report (Thomas)

- Thomas presented July 2015 board minutes. Corrections noted by board. Kerber moved to approve July minutes as corrected, Boss seconded. Motion was approved by unanimous vote of those present.

Treasurer's Report (Willer)

- Willer submitted the July and August 2015 financial reports, which were also sent via email to board members.
- Boss asked if there was a per diem for attendance at the National Congress or reimbursement of the actual receipts. Kerber affirmed that it was reimbursement of receipts.
- Munro moved to approve the July and August 2015 Financial Reports. Messenger seconded. Motion was approved by unanimous vote of those present.

National Delegate's Report (Boss)

- Boss discussed the announcement of Peter King's resignation from National. While at the National Congress, Boss asked about the criteria to be defined for the position. Region 9 Director Jill Marilley reported that she would send out the final criteria for the National Executive Director position when completed. National has hired a firm to find applicants and narrow down to 5 finalists. Executive Director criteria discussion was held by National on the criteria. Criteria discussion included Public Works experience versus just executive director experience of a national organization. Board discussion on past history of the national director position when APWA experienced financial issues. To address the national problem, Peter King was hired more of a maintainer of the position, i.e. keeping the lights on. Boss said he would forward the final criteria to the board when finalized. Boss stated that Chapters will not have any input on the criteria or the selection of the executive director. This was discussed further by the chapter board. Munro asked when will the search start? Boss replied that National has hired Larry Fervert as Interim Executive Director, and a firm for the search. Will wait to hear more info from Jill Marilley.
- Boss discussed the various activities at Congress such as the chapter dinner and the unique entertainment presented at Congress.
- Boss discussed info sent out from Regional Director Marilley concerning House of Delegates assignments on national committees. Boss assignment is to the Committee for Public Works Leadership for the Future.
- Boss discussed the focus on chapters versus the national organization, and conversations he had with members of the national house of delegates with opportunities at national.
- Boss reported that Marilley discussed having Northwest training of chapter officers in the off years from the national board officers training, and any interest by the chapters of having it in Seattle. Boss stated he told Marilley that the

Oregon Chapter would be interested. Monroe stated he would like to see what the intent of the Northwest regional officers training is. Further board discussion by Boss on Marilley's ideas. Munro stated would like to see more nuts and bolts, versus national's general overview of chapter operating procedures.

- Boss announced that National Congress would now be known as the Public Works Expo(PWX), which was rolled out at the recent national Congress.
- Boss talked about information concerning Region 9 hosting a future national Congress/Expo in the Pacific Northwest. Watkins to go over information later.
- Discussion on potential purchase of software and access to software for Boss as National Delegate, who is retired. and no longer has access to software.

Foundation Report (Watkins for Weston)

- The Alsing scholarship has been funded.
- Letter sent to school's for upcoming scholarships.
- Blue Mountain is phasing out the engineering program which will affect the Langley scholarship.
- Kerber asked if it is spring or summer for the awarding of the scholarships?

Review of Strategic Plan (Watkins)

- Watkins over strategic plan items briefly.
- Discussed Coast luncheon as a success.
- Chapter to Chapter meeting. This was followed up by Watkins and Song, Washington chapter is not interested.
- Discussed increase in national award submittals. Portland got one. Board discussion on local submittals and list of awards and number of submissions.
- Engaging ODOT for parity. Willer to work on this.
- Outreach to new public works director's.
- Outreach to scholarship recipients. Victoria Saanger working on this.
- Follow up on email database, Leslie Finnigan will do this. Board discussion concerning this. Kerber mentioned update info should be available from those who register for the full convention.

Break for lunch 11:45 am

Meeting resumed 11:56 am

Review of PACE Award Criteria (Watkins)

- Watkins went over all of the award criteria and stated he is also concerned about the community service component activities by the chapter. Boss discussed opportunities at local areas such as SOLVE, or other local items to help meet this. Watkins stated they need to be under the chapter brand to meet the requirements. Watkins discussed things such as a coat drive at conference for the local area. Shirey suggested linking with the community where the conference is to develop a community support service project. Board discussion about talking to short schools to do the same time service projects.

Conference Updates

- Fall 2015 Canyonville. (Messenger) Conference updates;
 - Messenger is ready to go.
 - Veterans recognition to be held at first lunch, Todd to present and handout pins Weston to do a talk.
 - Todd Watkins and Messenger to coordinate on conference script.
 - Gizmo money to go towards the Chapter veterans scholarship.
 - Ron Calkins, National President-Elect, will be here through Wednesday night and participating in chapter events.
 - Messenger reported the tribe CEO will possibly sing the national anthem
 - No entertainment after the banquet and awards.
 - Myrtle Creek golf course is now known as Cougar Canyon.
 - Kerber passed out technical sessions agenda, all are full and two workshops are planned along with a technical tour.
 - Watkins stated to make sure that Maggie and Peggy have the pre-conference workshop's and vendor spot lights on the PDH/CEU form.
 - Board discussion on scholarships for the conference, currently over budget.
 - More money raised than planned.
 - Further board discussion on Gizmo potential candidates, etc.

- Spring 2016 Hood River (Shirey)
 - Shirey stated he had no report, then talked about getting info together and developing ideas on technical tour and program.
 - Shirey stated he will be gearing up for the Spring conference following the fall conference.

- Fall 2016 Bend
 - Watkins discussed that David Abbas from the city of Bend will be the local point of contact.
- Spring 2017 – Seaside
 - Watkins reported further discussion with Maggie to be had about Seaside.
- Fall 2017 - Pendleton
- Spring 2018 - Eugene
- Fall 2018 - Roseburg?

Board discussion on working the developed conference schedule and naming locations geographically versus by host. Discussion on identifying potential conference site host's.

Messenger discussed importance of and continuation of conference scholarships for agencies local to the conference sites. Watkins discussed using electronic metrics gathering at future conferences versus hard copy PDH/CEU forms.

PWX 2019

- Watkins passed out information from National on hosting of the 2019 National Public Works Expo, which is scheduled for the PWN, and went over the requirements and possibility of a bid by the Oregon Chapter. Board discussion ensued on this, pros and cons. Watkins stated that the Washington chapter will be bidding on hosting the 2019 PWX, most likely in the Seattle area. Board discussion on possibilities of the chapters working together with Washington chapter on this. several board members stated that additional information is needed such as criteria, costs, etc. and the dates for hotel and site availability. Watkins mentioned that preliminary inquiries have been made concerning hotel space, etc. Board consensus was to do further information gathering to determine the cost, benefits, etc. of hosting the PWX. Extensive board discussion continued on pros, cons, costs, manpower, planning, and benefits if the chapter chose to move in this direction. No decision was made, other than additional information on the topics discussed is needed before a decision submit a bid can be made.

Committee Reports

- Communications - Munro has talked with Eric Jones for him to consider about continuing with committee after retirement. Eric Jones stated he would like to remain active for 1 to 2 years and would continue what he is doing for that time. Board discussed potential compensation for Eric Jones, who would be volunteering, but would like board to visit a small honorarium to cover his retired membership and conference costs. Board discussed possibility of John Jensen or Cameo performing what Eric has been doing, and not hanging on for the next 1 to 2 years and keeping Eric Jones involved during retirement. It was mentioned again that Eric Jones has stated he wants to stay involved and on Foundation board.

Nominating Committee

- Board Elections - Song discussed the 2016 Slate of Officers and presented an email from the Nominating Committee with the proposed slate listed. Munro discussed John Lewis currently serving as awards chair, and his ability to continue in that capacity while serving on chapter board, should he be elected. Song said Lewis had commented on his ability to continue. Discussion on board member term limits and were confirmed as 2, two-year terms. Spreadsheet of board members since 2009 was presented, listing their terms. Song mentioned that the proposed slate needed to be published to the membership and solicitation of additional nominations, as per chapter bylaws. Chapter Secretary Thomas to send email notification to members of the proposed slate and elections.

Top 10 candidates – Watkins opened discussion of nominations for possible chapter Top 10 candidates. Munro suggested Bob Patterson, Messenger suggested Gregg Weston, Song suggested Russ Thomas, Kerber suggested Matt Rodrigues, and Nancy Kraushaar. Application is due March 1, 2016, and

will need to get started on background work soon. Further discussion on what may be needed, including national involvement to assist the chapter nominee in advancing to the national selection as a top 10 leader.

- Song moved to promote Bob Patterson as the chapter Top 10 candidate for next year, Bisset seconded. Motion was approved by unanimous vote of those present.
- Kerber discussed promoting and recognizing chapter Top 10 candidate locally as a major chapter award, similar to the Bowe's award. Board consensus to discuss this further at the board retreat in November, including information about how the Bowes award recipient is selected, and creation of award to recognize the chapter Top 10 nominee.

Meeting adjourned at 2:20 PM

Next Meeting: October 19, 2015, Seven Feathers Resort, Fir Room, Canyonville, Oregon.