

# Oregon Chapter APWA Board Meeting Minutes



Date: **May 12, 2006**

Location: OTAK Conference Room, Lake Oswego, OR

<b><u>Board Members Present</u></b>	<b><u>Board Members Absent</u></b>
Lila Bradley, President	Rick Olson, Secretary
Greg Miller, Past President	
Kurt Corey, President-Elect	
Gregg Weston, Treasurer	<b><u>Visitors</u></b>
Marty Andersen, Director	Barbara Duda, Membership Chair
Jim Carnahan, Director	Gordon Merseeth, Education Chair
Peggy Keppler, Director	Jeanne Nyquist, Scholarship Foundation
Yvonne McClain, Director	Gary Anderson, PLSO
Bob Patterson, Director	
Hugh Kalani, National Delegate	

***Meeting called to order at 10:00 AM by President Lila Bradley***

## **Chapter Board Meeting**

### **Approval of Minutes**

The minutes of the March, 2006 regular board meeting were not available as Rick Olson was absent due to a workplace injury.

### **Treasurers Report**

Gregg Weston provided the Treasurer's Report which was approved as submitted.

### **President's Report**

Lila Bradley provided a brief report, noting she had received the executed copy of the proclamation of National Public Works Week from the office of Governor Kulongoski.

### **Delegate's report**

Hugh Kalani reported on the Region IIX/Region IX combined meeting held over the weekend of March 31 –April 2 in Reno, Nevada. There were a large number of Region IIX (Northern California) delegates in attendance and there was substantial discussion of numerous issues including student memberships, delegates' costs of attending regional meetings, and the concept of a joint Region IIX/Region IX chapter dinner at the National Congress in Kansas City. Region IIX delegates are looking for sponsors to potentially underwrite a portion of the event before estimating individual ticket costs – the board had a subsequent discussion of this topic. Hugh also briefly went over the "Insurance Primer" recently received from national. Finally, Hugh noted that in a recent Region IX conference call, it was announced that Doug Drever from Saskatchewan has

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been selected to serve the unexpired term as Region IX director occasioned by the passing of Jack Pittis. Doug will also be the likely nominee for a full three-year term as Region IX director beginning in September.

### Correspondence

There was no correspondence of general interest received since the previous meeting.

### Chapter Conferences:

- **Spring Conference 2006, Joint Conference with Washington Chapter, Vancouver Convention Center, March 28-31** – Final accounting is still underway and there was no additional report on the recent Spring Conference at this time.
- **Fall Conference 2006, Pendleton** – Bob Patterson provided a brief report on the planning efforts for the Fall Conference.
- **Spring Conference 2007, Ashland – No report**
- **Fall 2007 Conference, Bend – No report**
- **Spring 2008 Conference, Joint w/ Washington and Rocky Mountain Chapters – No Report**

### Guest Presentations

Gordon Merseth, Education Committee Chair, was in attendance to report that Judy Arasmith has provided notification of her intent to retire effective June 30, 2006, concurrent with the expiration of the chapter's contract with Event Solutions, Inc. (ESI). The board reviewed and discussed a letter from Judy in which she outlined some ideas and suggestions for the period of transition to finding a new event manager. Following discussion, a motion was made and approved to extend the contract with ESI for six months on an hourly basis at \$48.65/hour through the transition period. Gordon will concurrently begin the process of seeking possible successors.

Gary Anderson, Westlake Consultants, Inc., and representing the professional Land Surveyors of Oregon (PLSO) was in attendance to discuss student scholarships with the board. APWA and PLSO both offer a number of scholarships that would logically be available to similar candidates in both organizations. Following discussion, it was agreed that a link to [PLSO.org](http://PLSO.org) should be added to the chapter website and that we will continue to look for proactive ways to get the word out on scholarship opportunities.

### Committee Reports: None

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### Old Business:

- **Public Works Institute** – Jeanne Nyquist reported the Institute has been formally launched and John Ostrowski has scheduled the first training session.
- **Conference Scholarship Advertising** – No report.
- **Future National Congress in Portland** – No report.
- **One-Call Committee Chair** – No report.
- **Medallion Fundraiser** – No report.
- **Insurance** – Greg Miller and Rick Olson will review the information recently received from national and report back to the board at a future meeting.
- **Model by-laws** - Kurt Corey and Greg Miller will meet during the summer to draft the proposed revisions to the chapter by-laws necessary to bring them into compliance with changes made by national.
- **Community Outreach Funding Draft Policy** – Peggy Keppler handed out a draft of an application form intended for use by agencies requesting community outreach funding. The board discussed and offered a number of suggestions to the form and expressed their appreciation to Peggy and Marty for their work to date on this topic.
- **Engineers Without Borders** – No report.
- **Mailing List Email Policy** – No report.

### New Business:

- **Pendleton Conference Technical Program** – Kurt Corey provided an initial draft of the conference program. A number of additional topics were suggested and various board members were assigned to follow up with potential speakers. In addition, each will provide at least one additional suggested topic in order to fill out the agenda.
- **PACE Award** – Peggy Keppler reported on the status of the PACE Award submittal and provided a draft of the packet for the board's review. The board expressed appreciation for the great effort that has gone into preparing the application.

**Director Initiated Items** – The board briefly discussed several items of interest.

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**Next Board Meeting:** June 9, 2006 at the DEA offices in Bend

## Agenda Items for next meeting:

- Chapter Conference reports
- Public Works Institute
- Conference Scholarship Advertising
- National Congress in Portland
- One-call Committee Chair
- Insurance
- Model By-Laws
- Community Outreach Funding Application
- Email Listserv Management
- Pendleton Conference Program

***With no other business pending, President Lila Bradley adjourned the meeting at 1:45 PM***

Respectfully Submitted,

Kurt Corey for Rick Olson, Secretary

## **OREGON CHAPTER BOARD 2005 MEETING CALENDAR**

<u>Month</u>	<u>Date</u>	<u>Location</u>	
JANUARY	20	OTAK	Lake Oswego
FEBRUARY	10	SALEM ODOT	
MARCH	28	Spring Conference	Vancouver Convention Center
<b>APRIL</b>		<b>No Meeting</b>	<b>No Meeting</b>
MAY	12	OTAK	Lake Oswego
JUNE	9	DEA Office	Bend
JULY	14		Lincoln City
AUGUST	11	Convention Center	Pendleton
<b>SEPTEMBER</b>		<b>No Meeting</b>	<b>APWA Congress – Kansas City</b>
OCTOBER	10	Fall Conference	Pendleton
NOVEMBER	9		Eugene
DECEMBER	9		Lincoln City

Minutes approved by the Oregon Chapter Board of Directors, June 9, 2006