

Oregon Chapter APWA Board Meeting Minutes



Date: **November 9th, 2006**

Location: Eugene Mahlon Sweet Airport, Eugene, OR

<u>Board Members Present</u>	<u>Board Members Absent</u>
Lila Bradley, President	Rick Olson, Secretary
Kurt Corey, President-Elect	Bob Patterson, Director
Gregg Weston, Treasurer	
Hugh Kalani, National Delegate	
Marty Andersen, Director	<u>Visitors</u>
Jim Carnahan, Director	Barbara Duda
Ken Fuller, Director	
Peggy Keppler, Director	
Yvonne McClain, Director	

Meeting called to order at 10:13 A.M. by President Lila Bradley

Chapter Board Meeting

Approval of Minutes

The minutes of the October regular board meeting were approved with minor edits and corrections.

Treasurers Report

Gregg Weston provided the Treasurers report in detail to the board and the report was approved as submitted.

President's Report – Lila Bradley circulated a letter from APWA President Bill Verkest on the topic of *“Chapter Building”*. She also shared a letter of request from Ron Polvi representing MathCounts seeking a contribution of \$2000 – this item will be discussed as part of the annual budget building process in December.

Delegate's report – Hugh Kalani distributed copies of the September 8, 2006 Region IX Delegate meeting minutes following which the board discussed APWA's redistricting proposal as proposed by the Governance Task Force and as outlined in the updated draft strategic plan. Following discussion, the board approved a motion asking Lila Bradley to prepare and submit a letter to APWA stipulating the Oregon Chapter's opinion that no changes be made to the current Region IX boundaries and also registering opposition to the proposed term limits for National Delegates.

Correspondence – The correspondence file was circulated for the information of the board.

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Chapter Conferences:

- **Fall Conference 2006, Pendleton Convention Center, October 10-13** – No report.
- **Spring Conference 2007, Ashland, May 1-4** –Lila Bradley reported Peter Smeenk and Jim Olson have volunteered to serve as conference co-chairs for the Spring 2007 conference in Ashland. The board also discussed some preliminary information received from our potential featured speaker, Craig Zablocki, and asked Kurt Corey to negotiate the best possible deal for final consideration at the December board meeting.
- **Fall 2007 Conference, Bend, October 16-19** – Jim Carnahan reported that conference planning is under way and there will be a Western theme (surprise!). The new convention center will be ready. The board also had a general discussion on the topic of exhibitor appreciation and how we might redouble our efforts in that area.
- **Spring 2008 Conference, Eugene** – Mark Schoening has volunteered to serve as the Conference Committee Chair. It is anticipated he will be in contact with Terry Chamberlin to establish a conference venue and dates in the near future.
- **Fall 2008 Conference** – The board confirmed that Terry Chamberlin should pursue the possibility of Welches as the first choice for the Fall 2008 conference. Terry will also be invited to attend the December board meeting.

Old Business:

- **Conference Scholarship Advertising** – No report.
- **Model by-laws** – Kurt Corey, Marty Andersen, and Peggy Keppler provided a final review draft of the Chapter Bylaws and led a discussion of the proposed revisions. Board members were encouraged to critically review the draft and provide any comments or additional proposed changes as soon as possible. It is still anticipated a final version will be ready for presentation and approval at the Business meeting in Spring 2007.
- **Community Outreach Funding Draft Policy** – Peggy Keppler and Marty Andersen distributed a final draft of the proposed Community Outreach Funding Policy which the board reviewed, discussed, and approved.
- **Mailing List Email Management** – No report.

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- **Urban League** – Yvonne McClain provided a followup report on her campaign launched at the Pendleton conference seeking four APWA member agencies to commit 80 hours each to a 10-month mentorship program approved through the Urban League aimed at high school students. Yvonne was pleased to report she had successfully obtained commitments from CMTS, the City of Tigard, David Evans & Associates, and ODOT, with deep appreciation to each of the agencies.

New Business:

- **2007 Oregon Chapter Goals** – Lila Bradley reminded the board members to review the current goals established for 2006 and to be prepared to discuss and adopt a final set of goals for 2007 at the December board meeting.
- **Preliminary 2007 Budget Review** – The board briefly discussed potential issues to be addressed in the 2007 budget and concurred with Gregg Weston's recommended 2½% general inflationary increases to budget line items for next year. The 2007 budget will be reviewed and approved at the December meeting.
- **ESI Contract Bidding** – Lila Bradley reported the selection committee (comprised of Lila, Gordon Merseth, Judy Arasmith, and Jeanne Nyquist) has scheduled a conference call with their top firm, CAMEO Management Service from Otis, Oregon, following which the committee hopes to be able to provide a recommendation to the board for a new event service provider contract.

Director Initiated Items – Ken Fuller provided additional background and discussion regarding the Oregon WARN project.

Next Board Meeting: Friday, December 8th, Lincoln City

Agenda Items for next meeting: - Conference updates (including Pendleton Conference surveys); Bylaws; ESI Contract update; 2007 Goal Setting, Budget Requests, and Committee Reports.

With no other business pending, President Lila Bradley adjourned the meeting at 1:40 PM

Respectfully Submitted,

Kurt Corey for Rick Olson, Secretary

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OREGON CHAPTER BOARD 2006 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
APRIL		No Meeting	No Meeting
MAY	12	OTAK	Lake Oswego
JUNE	9	DEA Office	Bend
JULY	14		Lincoln City
AUGUST	11	Convention Center	Pendleton
SEPTEMBER		No Meeting	APWA Congress – Kansas City
OCTOBER	10	Fall Conference	Pendleton
NOVEMBER	9		Eugene
DECEMBER	8		Lincoln City