



**Oregon Chapter APWA Minutes**

Date: December 5, 2008

Location: Washington County

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The meeting was called to order at 10:45 AM, by President Rick Olson - The following were in attendance.

<b><u>Board Members Present</u></b>	<b><u>Board Members Absent</u></b>	<b><u>Visitors</u></b>
Rick Olson - President		Eric Jones
Gregg Weston – President Elect		Karen Loy (new Membership committee Chair)
	Yvonne McClain – Secretary (previously resigned)	Terry Song (2009 Director)
Hugh Kalani, National Delegate		Delora Kerber (new Leadership & Management Committee Chair)
Peggy Keppler – Treasurer		Victoria Saager (Scholarship Committee)
Mark Schoening - Director		Ron Polvi (Math Counts)
Jim Carnahan - Director		Dan Boss (Foundation Treasurer)
Marty Andersen - Director		Jim Gilmer (Foundation Chair)
Todd Watkins – Director		Eric Jones – PR Chair
Bob Patterson - Director	Kurt Corey – Past President	
Ken Fuller - Director		

**Approval of the Minutes**

The minutes of November meeting were not available. Incoming Secretary Jim Carnahan offered to take the minutes for this meeting. The board will approve both sets of minutes at the January Board Meeting

**Treasurers Report – Peggy Keppler**

Peggy Keppler provided a summary of the Treasurer’s Report for November.

The Treasurer’s report for November was approved as submitted.

**APWA National Reports:**

**National Delegates Report – Hugh Kalani**

- A national delegate from Canada passed away.

Presidents Report – Rick Olson reported that all of the emails from National had already been sent on to the board. Rick did remind the board that National has a leadership training program in February that our newer board members should consider attending. There is a stipend from National to help cover a portion of the cost. Mark Schoening will be attending.

**Budget Workshop** - The balance of the board meeting was allocated to the development of the 2009 fiscal budget. President Elect Gregg Weston took over the gavel for this portion of the meeting.

Gregg Weston called upon those committees that were present to give their reports and any monies being requested during the upcoming year.



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### **Eric Jones – e-APWA Committee and Publicity Committee**

Eric provided written reports and discussed them. Only two newsletters will be printed next year with the others provided by email. In 2010, all newsletters will be by email.

### **Mark Schoening – Budget request**

Budget items will be necessary for the Awards Program. Mark also requested \$600 to update the APWA display and \$300 for University of Oregon stipend for journalism class to help write the updated award applications for the Top Ten.

### **Todd Watkins – Budget request**

Todd requested \$200 for first timers program at the conferences. After discussion, it was agreed to include this expense in each conference budget.

### **Jim Carnahan – Budget request**

No committee budget issues reported. There was discussion about adding \$5 to Public Works luncheon charges to help generate more scholarship funds for the foundation. After discussion it was agreed this wouldn't be implemented at this time.

### **Marty Anderson – Budget request**

City of Oregon City may help with training coordination and/or ODOT may be able to assume this responsibility depending on the Governor's budget. No budget requests.

### **Bob Patterson – Budget request**

No budget requests.

### **Ken Fuller – Budget request**

May need small amount for community outreach.

### **Jim Gilmer (Chair, Oregon Chapter APWA Foundation) – Budget request**

Other Foundation Board members in attendance include Dan Boss, Eric Jones, Ron Polvi and Victoria Saager. Each year the Foundation meets with colleges to identify need for scholarship recipients. The Foundation currently provides a total of \$13,500 per year for 10 colleges/universities. Scholarship funds come from budget and fundraisers such as the Gizmo. The APWA – Oregon Board has been approving \$6,000 of which, \$3,500 is needed to maintain existing level with \$2,500 additional for growth. Foundation gives out scholarship checks with half in September and half in January. The \$1,500 and \$2,000 amounts were approved.

### **Ron Polvi (Chair, Oregon Math Counts) – Budget request**

Math Counts is a middle school math promotion based on team competition to demonstrate math skills. The winning team each year goes to a national competition. Funds pay for pizza during competitions and help with national trip costs. Majority of expenditures occur in February-March each year. Request is for \$2,000.

### **Other issues potentially affecting budget**

Rick Olson reported that he has been in contact with the WA chapter and there may still be the opportunity for a joint conference in 2011. Todd Watkins reported that OEMA (Oregon Emergency Management Association) would like a definite answer from APWA regarding a joint conference in Sunriver.



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### **Budget Discussion**

Concern was expressed that with the current economic climate, conference attendance and associated revenue could be down and consensus was that a more conservative approach should be taken for 2009.

After review of the proposed draft budget and adjustments for the above items, the board approved the with a total of \$245,550 for revenue and a total of \$245,550 for expenses. The approved budget will be forwarded on to National by the December 10<sup>th</sup> deadline.

### **Educational Seminars: Peggy Keppler**

Peggy Keppler provided a summary of the 2008 seminars with the financial status of each course. The board discussed the need to make sure that we are on a break even goal for 2009. Peggy reported that there is now a new Educational committee in place that that will help plan and oversee the 2009 program year. Peggy has talked with Maggie Vohs at Cameo and is on track for the program needs.

Conference Committee – Peggy Keppler reported that we also have a new central conference committee in place that will work towards the goal of revenue in 2009 from the 2 conferences (Seaside and Spirit Mountain. The central committee will also work with OEMA and Washington Chapter on the possible joint conferences.

### **Other Items:**

Gregg Weston, incoming President, presented Rick Olson with a certificate of appreciation for his service as the 2008 President.

With no other business, the meeting was adjourned at 2:50 PM

### **New Business**

#### **Scholarship Policy**

A motion passed to adopt a new scholarship policy based on draft provided by Peggy Keppler. No funds were budgeted for this item in 2009.

#### **OEMA Joint Conference**

A motion passed to agree to a joint conference with OEMA but that it not be held in Sunriver because of the high cost concerns. High room cost was also noted.

#### **Fall Conference**

Mark Schoening announced that Survey Monkey will be asking for candidates of community and service awards.

#### **New Board Members**

Terry Song and Elizabeth Popadopoulos will need to pick up committee responsibilities currently held by Jim Carnahan and Mark Schoening.



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### Business Meeting Adjourned:

Next meeting Otak Inc., Lake Oswego January 9, 2009, 10:00 am

Respectfully Submitted

Jim Carnahan  
Incoming Secretary

### 2009 OREGON CHAPTER BOARD MEETING CALENDAR

Month	Date	Location	
JANUARY	9	Otak	Lake Oswego
FEBRUARY	13	Lyle Conference Room (Wells Fargo Bldg)	Eugene
MARCH	13	TBD (Conference Site)	Seaside
APRIL	28	Spring Conference, Seaside Convention Center	Seaside
MAY	15	ODOT	Salem
JUNE	12	Water Treatment Plant	Pendleton
JULY	10	TBD	Bend
AUGUST	14	Fall Conference Site, Spirit Mountain	Grand Ronde
SEPTEMBER	12 - 17	No Board Meeting, APWA National Congress	Columbus, Ohio
OCTOBER	6	Fall Conference, Spirit Mountain	Grand Ronde
NOVEMBER	13	OBEC	Lake Oswego
DECEMBER	11	Lyle Conference Room (Wells Fargo Bldg.)	Eugene