



Business Meeting Minutes
July 9, 2010
Wells Fargo Building, 4th Floor
99 E Broadway
Eugene, Oregon

Chapter Business Meeting was called to order at 10:02 AM on July 9th (Peggy)

Board Meeting Attendance:

Peggy Keppler	City of Eugene	President
Mary Meloy	Consultant	President-elect
Mark Schoening	City of Eugene	Treasurer
Bob Patterson	City of Pendleton	Secretary
Gregg Weston	DEA	Past-president
Hugh Kalani	Retired	National Delegate
Elizabeth Papadopoulos		Director
Terry Song	HNTB	Director
Todd Watkins	Washington County	Director

Board Members Absent:

Delora Kerber	City of Wilsonville	Director
Marty Anderson	ODOT	Director
Russ Thomas	City of Newberg	Director

Others in attendance:

Gary Stockhoff
Brian Van Norman
Angie Sussa
Ken Stoneman
Eric Jones
Lou Allocco

Minutes

(Bob/Todd)

June 11 Approve as corrected. It was seconded and passed.

February 12 Approve as to content. It was seconded and passed, with typo's to be corrected.

March 12 Approve as to content. It was seconded and passed.

April 27 Approved, seconded, and passed with change.

Treasurer's Report

(Mark)

\$13,000 profit during Spring Conference
94 delegates with 9 for one day, 85 full registration
\$850 to foundation

Motion to approve report was seconded and passed.

Check Book in Pendleton

National Delegate Report

(Hugh)

Nothing new for national conference

Presidents Report

(Peggy)

Pace Award to be presented at National -> granted to chapter

Top 10 -> Timmons w/OTAK

Cedar Creek Culvert Replacement

Several Washington State projects submitted for consideration

Terry Haugan has article in magazine (Grants Pass)

Webinars (Media Relations)

Steven Ward - life membership recognition (30 years)

Did not work for City of Pendleton - (possibly Westech (Lou to verify))

Delegates serving on national committees:

Stephanie Reid: Project of the Year Awards Commission

Kurt Corey: Government Affairs Commission

John Hunt: Certified Public Fleet Professional Commission

Letters "thanking" Spring Conference sponsors

Conference Committees Report

Fall Conference in Pendleton: Motto: Get'er Done

(Bob)

Overall conference is coming together. Entertainment is lined up and facilities are secured. Local program committee is working on site logistics. Conference will include a pre-conference tour of recently completed city projects, along with a streetscape workshop with Greenworks staff.

Technical session tracks

(Mary)

Management/ Leadership: Jeanne, Bob, Angie

Sustainability: Delora/Russ

Advances in Technology: Russ/Terry

Ken and Kevin don't get to get away from assisting with technical sessions.....

Spring Joint Conference with Washington Chapter in Vancouver, Washington:

Delora in committee discussions with Jill

(Ken)

3 tracks versus 4 tracks

Fall 2011

(Mark)

Eagle Crest -> Maggie with Cameo is interested in doing the Fall conference. Contract has multiple day fees.

There is a concern with exhibitor space, it's getting to late to go somewhere else that would have an extended floor plan.

Other ideas tossed out for discussion:

Running Y at Klamath Falls

Kahneeta

Oregon Gardens

Collaborate -> Mark/Bob on Cameo Contract

Fall 2012: Joint with OEMA

(Peggy)

Salishan: no contract yet

COMMUNICATIONS (National)

(Brian)

Members @ 28,300 nationally: conveyed thanks to Oregon Chapter

Jan 1st, 2011 Web based accounting software

Treasurer -> Mandatory

2011 Budget
September/October Training
Tech Support Available
Chapter website work group at National next Tuesday from 8 am to 11 am
National is redoing their website
3 clicks to information
Walk through at chapter forum
Webinars upcoming
Chapter Treasurers
Media Relations: Thursday, July 22nd at noon
Number of attendees for National Congress look good -> closed to past attendees: exhibit floor -> sold out

Three items to discuss:

- 1) Members ?
- 2) Standing Committees
- 3) Communication with each other

Oregon Chapter:

E-Newsletter: Quarterly
Conferences twice yearly
Website
Bi-monthly luncheons
Mass email list
Need blogs/Twitter/Facebook
National email to spam filter
In the works ->
Special announcements once a week
Conference -> All electronic notice
Doesn't work well
Balance needed
Cost effective "low tech"
Conference session
Twitter
Facebook
Committee articles in newsletter
Also listing of committees and contacts
Board minutes posted to chapter website

Communications to Committees

Some active and robust.
Some 1 or 2 members
Corral folks into commission
Thursday break at conference
1st timers program
Sign up for commission/ interest with membership application

Set goals for Committees

Post on web and update PDF with expectations and one time opportunities.

Board Meeting:

Review/ Identity/ Framework
Chair: Go Getter/Vision

Mirror National's Committees

National by-laws: "Audit"
"Nominating"

Look at particular individuals to chair Committees

COMMITTEE REPORTS

Membership:

(Lou)

June 2009 811

June 2010 791

Rank #2 in region

Wash at 1300 members

Agencies vacancies occurring

Contact to add folks

Call National to fix (Patty at National)

New members as moderators

Introduce themselves

Lou/Elizabeth/ Barbara

Awards: No report

Notice in newsletter for fall conference

Conference:

(Gregg)

Terry in limbo, talk to Peggy

Mary trying to contact, hasn't heard back from him

Do have his involvement with OEMA

Scholarship:

(Terry)

\$16,000 awarded

Hoped to have list of awardees for meeting

Forward to foundation

Support of board for national scholarship recipient

Robert Tinto, NPW

Motion was seconded and then approved.

Leadership/Diversity:

(Angie)

List of books

Links to magazines

Blog -> discussion forum

Development web page for links /blog (Eric)

Relationship of board to content

Strategic plan comes into play

National -> Information now community

Women in public works

Roles/Paths/Connections

No program targeted for leadership

Succession plan

Emerging leader (National)

Chapter Leadership Training (National)

Futures:

(Todd)

Can't get a hold of Ned

Education:

(Mary)

Sam will be here next month

(no meeting next month – so following month – national congress – so September?)

Historical:

(Gary)

50th anniversary is in 2014.

Historical summary

Florida chapter information and brochure

Acknowledge all past presidents

Where/What/How

Look at "How to Guide"

Spring 2014 -> History we would have liked to have

Fall 2014 -> corrected history

Publicity committee can help

Elizabeth: board liaison

Dave Vargas: board defacto history (good contact)

Teresa Hahn at national

Connie Hard line at national

Hugh volunteered as resource (lucky Hugh!)

(Mary)

Luncheon:

(Peggy)

Doug with Eugene

Steve moved -> Jesse Willor, w/KPFF, is stepping in to assist

Nancy Snider -> still going at it alone in Portland

Standard Specifications:

(Peggy)

Paul not available to give report

Todd stepped in to provide minutes for meeting until adjournment.

Public Relations/ E-APWA:

(Eric)

All electronic Newsletter now in force

No valid feedback about e-newsletter

Advertising is holding steady including someone from the east coast

Challenges

- ❖ More difficult to archive data
- ❖ Potential lack of exposure being electronic
- ❖ Technical software used = difficult
- ❖ Need succession plan for future editors
- ❖ Conference photography needs some guidelines for web use, historical purposes, etc
- ❖ Chapter business camps are good
- ❖ Electronic billboard is successful but console (?) improving technology (flat screen TV?)
- ❖ New chapter logo
- ❖ Need strategic communication plan
- ❖ Need more than one person on the committee

E-Jobs

Relevant

Beneficial service

E-APWA

Two websites- national web page & local chapter website

Facebook: Time is critical to manage this effectively but we need to have a plan

One call – no update:

Transportation – Ken Stoneman:

- ❖ Active committee
- ❖ Working with conference committee for topics
- ❖ Working with a new web page
- ❖ Wants more involvement from transportation committee members
- ❖ Would like to see some technical tours

Water resources- no updates:

Industry relations – no updates:

Fleet Services – no update:

Emergency Management - (see email from Les 7/10/10 8:23 am)

Gizmo Discussion * Need to document whatever we do for historical valve (if we change the gizmo)

Time capsule for parts of the Gizmo?

What to do with it?

Start over from scratch?

Geo-cache?

Return the pieces to donors?

Strategic Plan

It has been updated from last month's discussion

Motion (to approve as is): Todd Second: Terry

Discussion: Eric suggested having Terry song develop a strategic communication plan (A1 3)

This was added as a friendly amendment

Moved: Mark Second: Elizabeth

In Favor: Unanimous

Community Outreach Grant

Need to discuss this in more detail

Concern from previous meeting had to do with public agencies taking non-profit money

If board wants to continue this practice, then the real discussion should be how we administer and market the program

Could it be used as seed money for smaller agencies to start a public works awareness program?

Another suggestion was to sponsor a program like "engineers without borders"

-or-

Use the grant money to fund a tribute account in the foundation for the board to award

Director Initiative awards

September Board Meetings

Need top 10 candidates (L & M Committee)

Need candidates for next year's board (nominating committee)

Nominating Committee

Chair- Mary, Gregg, & Peggy

Potential Directors: Wendy Marshall, Nikki Messenger, and Les Miller

Potential National Alternate: Stephanie Reid

Need information on terms of the Directors

Adjourn: 2:08 pm