

American Public Works Association



APWA BOARD MEETING MINUTES HNTB December 14, 2012

Executive Committee Attendance

Mark Schoening	President
Terry Song	Treasurer
Todd Watkins	Secretary
Russ Thomas	Director
Marty Andersen	Director
Delora Kerber	Director
Elizabeth Papadopoulos	Director
Paul Shirey	Director
Gordon Munro	Director
Jenifer Willer	Director-elect

Guests

Tony Roos
Mark Giesmann
Peggy Keppler

Meeting convened at 10:05 a.m.

Good of the Order

Minutes

Minutes from November 2012 board were not ready for review. They will likely be ready at the January 2013 meeting.

President's Report

Still waiting for National to call for committee members so that we can provide board support.

Would like to invite Jill Marilly to the Spring conference, instead of someone from National. If she can't make it, we'll try to get someone from National.

Gregg Weston was nominated by the Board for the Top Ten Leader Award.

Ed Wegner will chair the 2014 spring conference in Seaside with an understanding that he'll get support from others.

League of Oregon Cities has some project management courses that we may want to promote.

Young Member Forum

Tony Roos (chair of ACEC Leadership Committee) and Mark Giesmann (Chair of ASCE Young Member Forum) spoke with the board regarding opportunities to expand the chapter's younger membership.

Out of that discussion, three action items were identified:

- 1) Re-energize the Everyday Hero and Young Leader awards (including a possible re-working of the Young Leader criteria)
- 2) Encourage volunteers to attend the ASCE Resume workshop (date to be determined)
- 3) Re-engage the Leadership & Diversity Committee (Jim McLoughlin, Carla Spangler, and Robert Tittle)

Treasurer's Report

October Report

2nd Quarter rebate received

Some fall conference revenue and expenses still occurring

Some challenges sorting out conference and educational program costs since Cameo is so heavily involved with both

November Report

More conference revenue and expenses

Exceeded Board travel expenses

December activity

Transferred all but \$5000 from conference account to the business account

A transfer will occur to take the education account down to \$10,000

Delora made a motion to approve the October treasurer's report which was seconded by Marty and approved by all.

Elizabeth made a motion to approve the November treasurer's report which was seconded by Gordon and approved by all.

Bank accounts are also being updated due to the change in officers.

Three Board resolutions were prepared that outlines the authorized signers for the bank accounts.

Gordon made a motion to approve the resolutions which was seconded by Elizabeth and approved by all.

Paul made a friendly amendment that we add Maggie Vohs to the conference account since she is so heavily involved with the programs. This was seconded by Russ and approved by all.

Audit committee will be formed by the end of the year by Mark and then a time and place will be determined for the audit.

The chapter budget was discussed and the only change to what was presented was Mark's suggestion that we increase the Community Outreach line item by \$5000 and the Conference Revenue by \$5000 to account for the 50th Anniversary activity that we expect to experience.

Paul moved that we adopt the budget, as amended, and it was seconded by Marty and approved by all.

A \$6000 request from the Foundation as well as a \$2000 request from MathCounts were considered for distribution.

Paul moved that we expend the \$6000 for the Foundation which was seconded by Russ and approved by all.

Gordon moved that we expend \$2000 for MathCounts which was seconded by Terry and approved by all.

50th Anniversary Update

Peggy indicated that the web page has been developed.

A group has been identified for the activities but their tasks haven't been finalized, yet.

Possible special events at the conference could be special entertainment or a paid keynote speaker as well as encouraging past presidents to attend.

Mark suggested that activities some how be tied to "50".

Sponsors will likely be needed and the search for those is under way

The anniversary theme should be used throughout the year with all events including the luncheons and the educational programs.

Foundation wants to earn \$50,000 in year 50

A fundraising plan is probably needed in order to get the necessary funds for everything.

Spring Conference

Committee has met once with Troy Bowers as the Co-Chair

Logo has been developed

Speakers are being tracked down

By end of January, the committee want to send out "save the date" post cards

Leslie Finnegan will coordinate the vendors

Russ will handle golf

Hotel will coordinate the entertainment

Need some advertising for Everyday Heroes

Maggie is doing the brochure

No guest program

Still working on the budget

2013 Meeting Calendar

Jan – Washington County (Hillsboro)

Feb – Wilsonville

Mar – Hood River

Apr – Hood River

May – TY Lin (Salem)

Jun – Eugene

Jul – Newberg

Aug – none

Sep – Bend

Oct – Bend

Nov – Retreat

Dec – HNTB (Portland)

Board Liaison Roles

Jenifer Willer will likely move into Marty's position but the Directors will need to work out their assignments among themselves.

For the January meeting, the following committees should be invited (by their Board liaison):

Historical (Gary Stockhoff)
Scholarship (Victoria Saager)
Water Resources (Ashley Canton)

New Business

Green Transportation Conference (Russ)

570 attendees with 27 vehicles

This may be a good idea for National to be invited to bring National show to Oregon

Motion was made by Mark to have National be approached with this idea with Russ being the chapter's liaison. Motion was seconded by Delora and approved by all.

Commendation (Todd)

Todd commended Mark on his stellar work and excellent leadership and service over the course of the last two years. The group acknowledged Mark's work and he was thanked by all.

Adjourn at 2:18 p.m.