

American Public Works Association



APWA BOARD MEETING MINUTES Washington County January 11, 2013

Executive Committee Attendance

Bob Patterson	President
Terry Song	President-elect
Todd Watkins	Secretary
Marty Andersen	Treasurer
Mark Schoening	Immediate Past President
Jenifer Willer	Director
Delora Kerber	Director
Paul Shirey	Director

Guests

Gregg Weston
Ashley Cantlon
Gary Stockhoff
Victoria Saager

Meeting convened at 10:00 a.m.

Good of the Order

Minutes

Minutes from November and December 2012 board meetings were reviewed.

Terry moved for the November minutes to be approved, as noted, and it was seconded by Mark with approval by all.

Delora moved for the December minutes to be approved, as noted, and it was seconded by Paul with approval by all.

Treasurer's Report

\$9600 gain in 2012

There will be a webinar for the chapter treasurers in the third week of January.

Still working on getting the bank account signature cards finalized.

The chapter audit will be in Lincoln City on February 7 with Gregg Weston, Stephanie Reid, Terry Chamberlain, and Dan Boss.

W-9s are due to National by January 14.

Working on a transition plan with Marty.

Chapter Report is due to National on April 15.

Review of Treasurer's report did not warrant any changes. Paul motioned to approve the report which was seconded by Delora and approved by all.

President's Report

Bob, Marty, Gordon, and Jenifer to attend the leadership training in Kansas City.

The September meeting has been moved from the 13th to the afternoon of the 18th (from ~1:00 p.m. to 4:00 p.m.) at the Riverhouse.

We need to finalize our retreat dates which are tentatively set for Nov 14 / 15 so that Paul can reserve the space.

Foundation Report (Gregg Weston)

Foundation has finished their strategic plan.

Fundraising needs will be more extensive next year because of the \$50,000 goal.

50th Anniversary (Gary Stockhoff)

9 of the 25 articles have been received.

Past 50 presidents bio's are a big piece of the book that are still outstanding.

Suggested that we hire a publisher as that seems to be the most efficient and effective method.

Wants to have draft done this summer to give ourselves plenty of time to review it.

Advertising is still a strategy that we need to employ to get the necessary funds for the book.

Water Resources (Ashley Cantlon)

Starting to set up tours for this year which will include a water quality facility and Bull Run.

Trying to set up speakers for intermediate events.

The City of St. Helens will be doing a unique sewer project that may worth a field trip.

Scholarships (Victoria Saager)

Working with Doug Singer on the scholarship program.

Working toward making the application an online process or at least a fillable pdf.

The committee would like to have members be liaisons to the local schools to encourage and engage the students and faculty. (Gary volunteered to work with Umpqua CC and Bob said he is involved with Blue Mountain CC while Gregg is involved with Clackamas CC.)

National Delegate

House of Delegates will be in Reno on May 2nd.

Strategic Plan (Bob)

Bob asked the directors to review their committee assignments and make any adjustments among themselves if they had a desire to change which committees they were involved with.

Regarding the Leadership & Management / Diversity committee(s), the roles and responsibilities of these committees needs to be better defined.

Bob reviewed the goals and action items in the Strategic Plan and made sure we were still on track.

Mark made a motion to adopt the Strategic Plan, as noted, which was seconded by Jenifer and approved by all.

Spring Conference (Paul)

Exhibitor brochure is coming together.

ODOT will host a bridge tour for the technical tour.

Entertainment will be arranged through the hotel.

Keynote speaker may be the Mayor of Hood River

Almost all technical programs slots have been filled.

Field trip with Troy Bower on Jan 4th

Pulling together loose ends on a variety of tasks but everything is coming together.

Fall Conference

Gregg will be checking in with the City of Bend to find out how they can help host the conference but we still need someone to chair it.

Director Initiated Items

Marty mentioned that the Governor has an initiative to get small businesses connected with large firms. This trend is happening throughout country with public works projects in Oregon leading the way.

Next meeting at Wilsonville will be with Emergency Management, Membership, and Education committees.

Adjourn at 1:15 p.m.