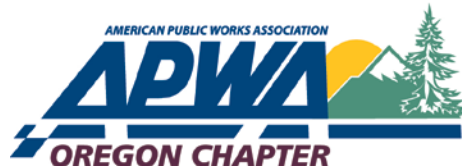


American Public Works Association



APWA BOARD MEETING MINUTES

April 21, 2014

Executive Committee Attendance:

		Present
Terry Song	President	X
Todd Watkins	President-Elect	X
Russ Thomas	Secretary	X
Delora Kerber	Treasurer	X
Stephanie Reid	National Delegate	X
Bob Patterson	Immediate Past President	X
Nikki Messenger	Director	X
Gordon Munro	Director	X
Elizabeth Papadopoulos	Director	X
Tony Roos	Director	X
Paul Shirey	Director	X
Jenifer Willer	Director	X

Guests: Gregg Weston, Ashley Cantlon, Joe Primeau, Maggie Vohs, Peggy McCormick

Meeting convened at 6:07 PM

Good of the Order

President's Report (Terry Song)

Song reported on the ASCE Pacific Northwest Student Conference at Portland State University this coming Friday and Saturday at the student center at Portland State University with the Oregon chapter having a booth.

Song and Patterson reaching out to the Oregon Washington Idaho and Montana chapters for the 50 Anniversary fall conference.

Song announced national has selected Stephanie Reid as one of the Top 10 Leaders and that Kurt Corey was appointed to the Donald C Stone Center's Credentialing Council.

Secretary's Report (Russ Thomas)

Minutes of the March 21 meeting were presented. Roos made motion to approve as corrected, Willer seconded, approved.

Treasurer's Report (Delora Kerber)

Kerber submitted a copy of the chapter financial report. Balance of all accounts as of March 31, 2014 is \$281,225.35. Financial status including budget looking good. Educational and chapter conference reports to be done in a separate report later. Patterson move to approve, Roos seconded, approved.

Gregg Weston reported on the Audit of 2013 books done last month. It was one of the toughest ones the audit committee can recall ever having to do and took approximately five hours. Records were a mess, missing reports from November and December. Cameo invoices had not been paid and had to reconstruct the monthly folders. A letter was drafted to Pres. Song concerning the audit. Reviewed taxes and they have been completed. Several items of the audit he recommended to be discussed with the executive committee include that this type of mess cannot be allowed to happen again. Audit committee recommends training for the treasurer, and subsequent treasures to help in preventing future problems. Audit committee also recommended that the chapter may consider obtaining a professional such as a CPA to take care of the day to day financial records and payment of bills and invoices. Weston reported that treasurer Delora Kerber did a very good job of getting all the information together and reconstruction of the financials to complete the audit, and had her hands full. Cameo helped figure out the deposits as well.

National Delegate's Report (Stephanie Reid)

National delegates report. Three regions met in Branson, Missouri. Oregon Chapter missing financial reports was discussed at national and would not anticipate Oregon Chapter receiving the PACE award for this year. Reid reported we are back on track however it is a black eye for the chapter, however the audit report prepared by the audit committee will help.

It was a very good meeting. Delegates from San Diego did a presentation on the internship program. National President, Peter King talked about the strategic plan. National focus is on three items, advocacy, education, and chapter support. Any presentation at national including the click listen and learn is now available to members on demand for free after logging on to the national website. National also helping chapter members learn were and how to get on to the national site. National is concerned about this year's attendance at congress being held in Toronto Canada's due to it being out of the country.

Foundation update

Gregg Weston reported a full list of scholarships was approved and they are moving forward. Foundation is sitting pretty well financially. Not sure where board stands on supporting foundation moving forward in the future. Oregon Chapter wrote a check in December 2013 to the foundation. Still having issues with Blue Mountain Community College scholarships as there are no applications. Foundation looking at providing another \$500 scholarship for community colleges

50th Anniversary – Pendleton Conference

Patterson reported the blankets are on order. He has 108 growlers available at the Seaside convention for \$50 per growler. Costs for the blankets are \$100 and \$125 for the growler and blanket when ordered together. Working with Maggie Vohs and McCormick for website preorder form for the sale of blankets and growlers with the availability to pick them up at the Pendleton convention. Question was asked are there any gizmo points for the purchase of both and was discussed with no resolution. Patterson has reserved the Pendleton convention center for five days that week and not sure about what all is planned yet. Suggestion was can do another preconference day. Maggie Vohs said they need to know soon for marketing and logos for the conference in advance as soon as possible.

Committee Reports

Young Professionals

Joe Primeau reported having first social scheduled tomorrow before the exhibitor's social at the Seaside conference on Tuesday. Looking for board feedback on what our goals and expectations are for the group. Discussed questions to ask the attendees for young professionals (those under 35) such as a list of who is interested, who would be willing to lead the socials, ideas for the socials, etc. Board members invited to attend and looking to gauge interest and how to promote the Young Professionals group.

Education Committee

Maggie Vohs reported the Developing Leader in March had a good attendance and financial gain. The Street Maintenance and Wastewater Collection school held in April at Eagle Crest had a good attendance and also had a gain.

Conference Updates

Spring 2014. Watkins reported Seaside presenters and moderators all in good shape. Received a gift certificate from Valley River in to be presented during the spring conference.

Fall 2014 - Pendleton Patterson reported everything is in order and working on it.

Conference Updates(continued)

Spring 2015 - Eugene Question asked who the chair is. Suggested Mark Schoening will be handling that.

Fall 2015 - 7 Feathers Messenger said she got the email about it.

Spring 2016 - Possible location Hood River. To be looked at further.

For 2016 - Salem as a potential site however hotel rooms are expensive for this site. Also discussed other locations such as Florence, Bend and Eagle Crest.

Maggie Vohs said that she would be sending out conference chair outline.

Director Initiated Items

Shirey reported the board retreat will be held December 3-4, 2014 at Silver Falls Conference center, the dates are reserved. The state has issued an operations contract to a new company to operate the Silver Falls center. We have the dates reserved but unsure at this time about any changes with the new operator.

Willer reported that she is working with Eric Jones on migration to the new chapter website. Some snafus with moving over for the document uploads. It is a work in progress. Estimate six months out for completing the migration. There are also issues with the template as it will no longer support chapter email. Estimate an additional 1 to 2 months for additional info on the website from the committee chairs.

Song discussed spring 2014 conference at Seaside conference script such as items to cover at the business meeting and for committee reports. Question he asked is who is doing them. Board agreed Song is the responsible party.

Song discussed status on strategic plan action items.

Awards -John Lewis is handling awards,

Mark Schoening and Patterson handling the PACE award.

Maintenance Classes- Patterson and Thomas – nothing to report

Mid-coast luncheons - Reid reported many good ideas but not ready to proceed at this time.

T2 and Chapter formal relationship - Thomas reported the Oregon chapter and the Oregon T2 center have a very good working relationship and has been formalized with Sam Irving and Thomas working closely with T2 on the educational schools being offered.

Song reported the chapter has four banquet tickets for the PSU awards for Saturday. 2 tickets yet to be filled and asked for the volunteers to attend.

Adjourned at 7:30 PM

Next meeting; May 16, 2014 – Lincoln City (Reid)