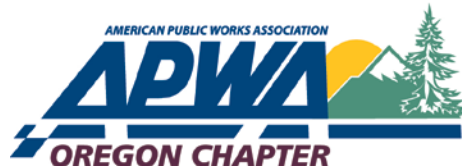


# American Public Works Association



## APWA BOARD MEETING MINUTES Kennedy/Jenks Consultants Portland February 21, 2014

### Executive Committee Attendance:

		Present
Terry Song	President	X
Todd Watkins	President-Elect	
Russ Thomas	Secretary	X
Delora Kerber	Treasurer	X
Stephanie Reid	National Delegate	
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	

Guests: John Lewis, Joe Primeau, Ashley Cantlon

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Meeting convened at: 10:09 AM

### Good of the Order

### President's Report

Math Counts at the February event in Washington County. Asked for volunteers but there were no takers. Discussion on the region nine nominating committee, Willer will participate. Papadopoulos has accepted role as Chapter Historian and will be the Oregon Chapter liaison for National's Public Works Historical Society. A volunteer to act as chapter liaison for the International Affairs committee was requested, however no one has stepped up at this time. National Public Works Week will be May 18 – 24, 2014. A proclamation request has been sent to the governor's office and they have acknowledged the request. Stephanie Reid has been nominated by the Oregon Chapter for the National Top 10 award.

## Secretary's Report

Minutes of the January 17, 2014 meeting were presented. Kerber moved Shirey seconded approved unanimously. Chapter Calendar updates need to be forwarded to Eric Jones/Secretary to insure chapter calendar is kept up to date.

## Treasurer's Report

Kerber passed out updated report in the Quicken 2013 format. Current balance in the checking of \$4,427.14. Currently working on the monthly reports through January 2014. Has received no information from Columbia Bank which holds the educational account. Provided overview of Chapter expense accounting, and updating of the Oregon Chapter expense accounting coding, aligning chapter categories with Nationals. Reminded board members that any single expenses or transactions over \$600 require a W9 be provided by the payee. Reported that National does not distinguish between our education and conference accounts. Money was rolled into checking from previous account. Has not reconciled Maggie Vohs numbers from the chapter conferences and schools with the board, and currently working on receiving a monthly bank statement from that account. Patterson moved to accept treasurers report, Papadopoulos second, approved

Reported that the midyear financial report and the 2013 audit is tentatively scheduled for first part of April, and is due April 15 to National.

## National Delegate's Report (Stephanie Reid)

No national delegate report

## Committee Reports

Awards - John Lewis reported on the awards committee. Tracy Nolan has left Geo Design. Adam Craft is working with the University of Oregon on the top 10 leadership award due to National April 3. Project of the year apps will be submitted. All projects submitted for the award will be forwarded, except Wilsonville's, which did not meet the criteria, will be submitted. Projects included those from Hillsboro, Washington County, and Lane County. Sustainability award application is expected. Patterson working on the PACE award with the Eugene folks, which is due June 2. Mark Schoening will be doing the Bose award. Munro asked award committee if they had plans to put more emphasis on YL award. Les Miller is working on Emergency Management award. Eric Jones is hoping to have the awards posted to the chapter's new website, which is based on the National website outline.

50th Anniversary - Patterson reported on the books actually becoming a collection of short stories. Discussed the Gnomes. The growlers are ordered and will include lasering on the new chapter logo. Pendleton Blankets utilizing the new chapter logo is in design will not be available for spring conference. Discussed pre-ordering at a cost of \$100 per blanket, and \$50 for the growler. Discussed having a discount if both are ordered at same time.

Historical - Papadopoulos has received what archives there are, including photo albums and files from past conferences. Looking into how to preserve them and pass them on. A lot of photo albums from past conferences have been lost.

Water Resources - Ashley Cantlon reported that at the December meeting they decided to cosponsor event with ACWA in March and presentation to be done by the City of Portland on long-term maintenance of stormwater facilities as well as a track at the conference concerning new regulations including a panel of three. A tour of Bull Run is in the works for the fall

Young Professionals - Joe Primo reported that he is working with Ashley Cantlon at the national level, having had several conference calls and discussion involving Young Professionals (YP) more with national and incorporating national goals. Discussed gathering information on the numbers of YP attendance at conferences and luncheons. Discussed incentives for YP's with National and at the Chapter such as a dues reduction, and other items such as discount for lunches. Talked about a student outreach network and about reaching out to local members for idea sharing. Additional items discussed included after hour events to help getting them involved and to assist in making contacts. Seeking other ideas from other chapters. National has developed a toolkit to help get student outreach involved at universities and targeting nontraditional students outside the engineering profession track. Joe asked for direction to proceed for starting up a YP group at colleges that have an engineering disciplines school such as Portland State University, University of Portland, and George Fox. Song to work with Ashley and Joe to reach out to the schools. Discussion was also had about conference calls with other chapters on what they may be doing to reach out to young professionals. Further discussion was had on establishing a financial fund backing for young professional mixers and events, and how to engage students and employers of young professionals to support those attending events such as conferences, training sessions etc. Additional discussion on providing benefits on a chapter membership incentive for young professionals from the chapter board. Board discussed bringing 2 to 3 items or activity ideas to get started to the next board meeting such a scholarship for conferences, financial support for events or mixers

Education - No educational committee update.

Conference - Patterson reported that the Rocky Mountain and Washington chapters have been invited to the 50<sup>th</sup>. Discussion on possibility of a disc golf tournament and what's going to happen with gizmo. Discussed other conference facility sites with Maggie as far as the ability to handle the conference size. Currently waiting on the Seaside Conference to review the Monday through Thursday format versus the previous Tuesday through Friday format. Possibly looking at a five day Monday through Friday format in the future. 2015 Spring conference currently has no location. Hood River Inn has indicated interest in hosting again, however limitation of Hood River was a maximum of about 45 exhibitors.

### Director Initiated Items

Board members brought up need for reassignment of committee liaison due to Thomas and Kerber positions on Executive Board. Messenger to take Leadership and Diversity. Roos to take One Call and Emergency Management Committee assignments. Changes will be updated on the website information on committee chairs update info to be sent to Sec.

Kerber reminded about the W9 and moving of checking and financial accounts.

Thomas reported on the Public Agency Green Transportation Conference recently held at the Portland Airport Sheraton.

Papadopoulos looking into Portland Bikeways project. Talked about environmental services and the Portland Bike Street

Shirey will be conducting an email request through Doodle to determine a date to schedule for the December board retreat

Song will be updating the strategic plan, copies of which were passed out to the board

Next Board Meeting; Seaside March 21, 2014

Adjourned at 12:55 PM

(Approved as Corrected)