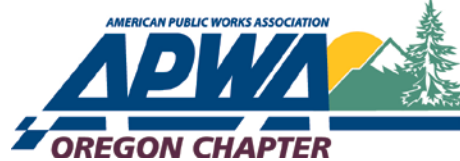


American Public Works Association



Washington County
Training Room 1
1400 SW Walnut Street
Hillsboro, Oregon 97123

BOARD MEETING MINUTES

November 14, 2014

Board Members Attendance:

		Present	Absent
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	@	
Tony Roos	Director	X	
Paul Shirey	Director		X
Jenifer Willer	Director		X

@ = Present via Conference Call

Guests: Mike Bisset, Gregg Weston, Victoria Saager, Fred Wismer

Meeting convened at 10:10 AM

Good of the Order

President's Report - Terry Song

- Leslie Finnigan is the new Chapter Membership Chair.
- Kerry Werner will serve as co-chair of the Transportation Committee with Charles Radosta
- Patricia Bugas-Schram has become a lifetime member of APWA
- A Bowes award presentation for Russ Thomas will be made on Monday, November 11, 2014 at the Newberg Police Training Room.
- The Oregon Chapter received a 50th Anniversary patch to attach to our chapter banner.

Secretary's Report

October 14, 2014 meeting minutes were presented for approval. Correction was made to the Chapter Leader Training section as Mike Bisset will also be attending the training in February. Munro moved to approve minutes with corrections, Roos 2nd, Approved 7-0

Treasurer's Report

Monthly budget reports for August, September and October were presented for approval. Papadopoulos moved to approve the budgets as presented, Munro 2nd, Approved 7-0.

National Delegate's Report – Stephanie Reid not present - no report.

Foundation Board/Scholarship Update

Gregg Weston reported the current year of scholarship dispersal has been completed. Scholarship selection for the FY 15/16 will be starting soon. Application materials will be distributed in March and are due in May. Applicant recommendations will be made to the Foundation in June and the recipients will be notified in August.

The Foundation's \$50K for 50 year program is currently at \$20K.

The Foundation plans to increase scholarships next year from \$13,500 to \$15,000. Currently there are five -\$500 awards for community colleges. Three - \$3000 awards for universities and one graduate award at PSU for \$2000. Next year, two new scholarships will be added and the Lane Community College scholarship will be re-established.

The Foundation will be making a request to the Chapter to increase the Chapter's contribution from \$6,000 to \$7,000.

Committee Reports

Young Professionals.

Messenger reported that members of the Young Professional Committee attended the American Water Works Association (AWWA) Young Professional event yesterday. American Society of Civil Engineers YP group are having an event on December 5th.

For discussion at the next board meeting – what does the board see as a goal for the Oregon Chapter Young Professional Group and how do we get there?

Messenger will check with the membership committee to see if the chapter member information can be sorted by age to determine how many members are under 40 years of age. Then this information could be passed onto the YP group.

Portland PW Luncheon

Fred Wismer gave an update on the lunches – see attached report for details.

Strategic Action Items

Top 10 Reception Budget Policy

Messenger and Munro are still working on the policy and will report at a future meeting.

Conference Updates

Sprinter – Spring 2015: No updates at this time

Canyonville - Fall 2015; Messenger is working on it.

Hood River - Spring 2016 : Still in search of a chair. Song will talk with Paul Shirey.

Coos Bay – Fall 2016: Rethinking this location due to the smoke and the limited area for vendors. Considering going to Bend instead.

The board members discussed using established facilities that can easily accommodate our conference every year and going to a new or different location every couple of years. Facilities that can accommodate the Chapter conferences include: Pendleton; Bend; Eugene; Canyonville; Hood River; Seaside; and Spirit Mountain.

A suggestion was made to explore facilities in the southwest corner of the state near Gold Beach for possible conference locations.

Exhibitor Relations - No report.

New Business/Director Initiated Items

Cameo Contract

Kerber reported that a tracked document will be presented at the Board Retreat for discussion. The contract is being revised to consolidate, organize and clarify the services being provided for the education classes, chapter administrative support and conferences.

Roos suggested contacting other professional organizations about their contracts with administrators to determine if we are getting a good price. It was also recommended that the APWA linked-in forum be checked.

Top Ten Recommendations

Russ Thomas, Bob Patterson, Gordon Munro, Eric Jones, Delora Kerber, Troy Bowers and Gregg Weston were all mentioned as potential Top Ten candidates for the Oregon Chapter. Candidates are rated by National based on their service to: the public works profession; APWA and the community.

Song suggested that the Board select three candidates for further consideration. John Lewis and Adam Craft will do more research on each candidate prior to the final selection. Delora Kerber asked that her name be removed from consideration at this time. The Board recommended that Thomas, Patterson and Weston be placed on the short list of candidates.

By- Laws Update

Song gave an update on proposed modifications to the Chapter's By-laws including: changing the name of the House of Delegates to the Council of Chapters; revising the election procedures to provide more time between nominations and the general meeting for elections; reinstating terms for directors to a maximum of two – 2 year terms not including a partial year appointment and to revise term limits for the National Delegate to two – 3 year terms.

Board Retreat

Board members should plan to arrive on Wednesday around 2 pm for check-in. Brad Patterson from National will be attending. The retreat will end by 2 pm on Thursday.

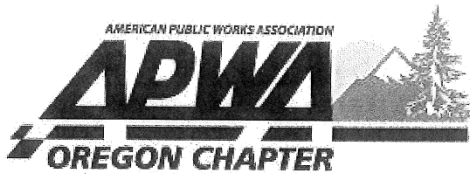
Officer Duties

Watkins distributed a draft Officer Duties summary for discussion at the retreat. It was recommended that a list of duties for the Board of Directors, National Delegate and Past President be added to the summary.

Meeting adjourned at 2:00 p.m.

Next Meeting: 3:00 PM, December 3, 2014, at Silver Falls State Park, Chapter Board Retreat

Attachment A – PDX Luncheon Report



Oregon Chapter
American Public Works Association
Board Meeting – PDX Luncheon Report
November 14, 2014

Attendance & Location Update:

Current location is the Old Spaghetti Factory on the Waterfront. On average the attendance is down from an average of 65 attendees to 55 but we are seeing a different crowd of members. However, parking is now free and attendees are not forced with trying to find a spot downtown near the Alexis.

We will possibly host a meeting at NW Natural's facility and Nanci Synder is heading up that effort. Additionally, we might look at rotating the location to somewhere around Newberg or McMinnville to accommodate the demographic out that way.

Financials:

Since switching locations we have maintained a positive balance after each luncheon while keeping a low price. Extra money made from the Luncheon will go towards Gizmo at the next conference.

Upcoming Presentation Topics:

- Nov. 19th – Tim Pfeiffer / Landslides & Public Works
- Jan. 28th – Allison Pynch / Resilience & Emergency Management
- Mar. 25th – John Lewis / Blue Heron Redevelopment
- Apr. ?? – John Lewis / Blue Heron Redevelopment Tour & Happy Hour
- May 27th – Fred Wismer & Mike Ward / ADA Compliance Design using Reality Capture
- July 29th – John Hickey / PermaPave & Avoiding Short Term Pavement Life
- Sept. 30th – PWB / Water Reservoir Post-Construction
- Nov. 18th – Charles Radosta / Transportation Committee Presentation

Other Business:

APWA Membership and is a flyer or handout that could be given to non-member attendees?

We are currently looking for more committee members and always looking for presenters / presentations.