



Columbia Chapter, NIGP
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EXECUTIVE BOARD MEETING
07/15/2009
CITY OF PORTLAND

CALL TO ORDER: Denice Henshaw called to order the Executive Board Meeting of the Columbia Chapter at 11:56 AM.

MEMBERS PRESENT: David Laney, Treasurer, Gretchen Harold, Past President, Denice Henshaw, President, Jim Van Nest, ICP Director, Suzi Fulcher, Vice President, Rob Rickard, OPPA Liaison, Cynthia Phillips, Meetings & Logistics Director, Louise Tamiesie, Website Committee

SECRETARY'S REPORT: Jim Van Nest moved to accept the minutes with correction to OPPA Update. Gretchen Harold seconded the motion, the minutes were unanimously approved as corrected.

TREASURER'S REPORT: David is working on a short form for spending and receiving money with the intent of knowing where expenses should hit the budget.

MEMBERSHIP REPORT: No new business to report on.

MEETINGS AND LOGISTICS: The kick off meeting in September will be held at the World Forestry Center. The World Forestry Center is a non profit and is easily accessible by max rail line. A portion of the proceeds that the World Forestry Center receives from renting rooms supports camps for kids. During the kickoff, World Forestry Center will do a presentation on its sustainability practices. They also have local caterers who will be serving the event.

ICP REPORT: Jim is going to make arrangements to get the ICP price agreements list updated. Jim will be notifying the ICP group of dates set forth for meetings. Denice offered to present ICP minutes at the General Meeting. If you have suggestions, please e-mail Jim Van Nest.

RVTS: Discussion opened amongst those present. General concerns and feedback are captured as; lines for vendors to speak with agencies were long and the center was crowded; Portland was requested as a future location; maps are needed for the event; parking was an issue; perhaps renting both floors would alleviate logistics issues.

PRO-D REPORT: The pro-d survey was tabled as members present did not have a chance to review the survey.

OPPA UPDATE: Rob Rickard reports that OPPO is busy preparing their 2010 budget, the conference in fall will be held in Eugene.

WEBSITE UPDATE: Presentation was tabled due to lack of executive board members present.

MARKETING: 25th Anniversary planning has been rolled into The Marketing Committee. Suzi reports information has been obtained on 25th Anniversary buttons. An e-mail vote will take place in the future regarding approval of purchase for the 25th Anniversary Buttons. Additional ideas from the Marketing Committee include; board donates a “silver” themed basket for the Holiday general meeting; “25 Year Lists” presented at the general meetings with information on chapter history. A complete listing of their ideas will be forthcoming.

Marketing Committee is going to look into printed or magnetic name tags for the September workshop.

UNFINISHED BUSINESS

1. MEMBERSHIP REALIGNMENT

Discussion opened around membership realignment. The idea behind membership realignment was to have a charge of \$89.00 for all members and offer only a regular membership. Several chapters have one membership type. It appears the only current difference in membership types is a lunch cost differential for associate members versus regular members.

Membership realignment was tabled to provide additional time for researching the effects of membership realignment on the chapter.

2. CHAPTER COMPUTER

Tabled due to lack of membership present.

3. CHAPTER VOLUNTEERING IDEAS

Tabled due to lack of membership present.

4. 25th ANNIVERSARY

25th Anniversary planning has been rolled into The Marketing Committee.

5. AUDIT RECOMMENDATIONS

The Audit Committee recommends the following:

- a. The Vice President and President have online access to bank accounts.
- b. The Audit Committee recommends review of accounts in June of every year.
- c. For events and related items which Chapter pays for, members should pay in advance and be reimbursed. If this would cause a hardship for the

member, the Chapter can still pay for this in advance on a case by case basis.

Gretchen Harold moved to accept the audit findings and recommendations, Travis Allison seconded the motion, the audit findings and recommendations were unanimously approved.

NEW BUSINESS

1. LISTING OF GREEN CONTRACTS

Discussion opened around contracts listings as there is interest abroad in our individual agencies green contracts. Ideas surfaces as; providing these on our website; including if contracts are green within the ICP co-operative contracts listing.

2. SEPTEMBER KICK OFF MEETING

Tabled due to lack of membership present.

3. 2009 – 2010 CALENDAR

Tabled due to lack of membership present.

4. CHAPTER COMMITTEES

Tabled due to lack of membership present.

5. STRATEGIC PLAN

Tabled due to lack of membership present.

ADJOURNMENT: The Columbia Chapter Executive Meeting was adjourned at 1:28 PM.

Respectfully submitted by: Travis Allison, Secretary