



**Columbia Chapter, NIGP**  
818 SW Third Avenue  
PMB 1499  
Portland, OR 97204

[www.columbiachapternigp.org](http://www.columbiachapternigp.org)

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**EXECUTIVE BOARD MEETING**  
**11/18/09**  
**CITY OF PORTLAND**

**CALL TO ORDER:** Suzi Fulcher called to order the executive board meeting of the Columbia Chapter at 11:53 a.m.

**MEMBERS PRESENT:** Kelly Davis, Website Committee, Travis Allison, Secretary, Louise Tamiesie, Website Committee, Cynthia Phillips, Meetings and Logistics Director, Suzi Fulcher, Vice President, Cinna'mon Williams, Membership Director, Denice Henshaw, President, Kathleen Hinick, Marketing Committee, Jim Van Nest, ICP Director

**SECRETARY'S REPORT:** Jim Van Nest moved to accept the minutes as corrected, Travis Allison seconded the motion, the motion was approved unanimously.

**TREASURER'S REPORT:** David Laney was absent. No new business to report on.

**MEMBERSHIP REPORT:** Three applications were passed around for approval. Kelly Davis moved to accept the applications for membership, Suzi Fulcher seconded the motion, the motion was approved unanimously. Cinna'mon reported that payments for the 2010 year were coming in.

**MEETINGS AND LOGISITICS:** No new business to report on.

**ICP REPORT:** Jim Van Nest reported that ICP will be collecting HB 2867 information from agencies for distribution to other agencies. National IPA will present at the ICP meeting in February.

**RVTS:** Co-chairs for RVTS have been named. Jerry Jelusich is representing the Columbia Chapter and Diane Seaton is representing OPPA.

**PRO-D REPORT:** Barry was absent. Denice discussed a conference call wherein it was learned that there is a price break of \$25 for early registration of courses 60 days out. If members are not signed up within 30 days of the date of the class there will be an additional \$50 late fee.

**OPPA UPDATE:** Rob Rickard was absent.

**WEBSITE UPDATE:** Louise Tamiesie presented websites currently in production via Watermelon Works. The Website Committee and The Marketing Committee have an aspirational goal of having the new website ready by February. Suzi Fulcher moved to allow Louise Tamiesie to accept a quotation from Watermelon Works and proceed with business if the quotation is under \$5,000.00. Kathleen Hinnick seconded the motion, the motion was approved unanimously.

**MARKETING:** The theme for the holiday luncheon is “Celebrating 25 years”. The color theme will be silver. There will be a welcome table at the holiday luncheon unveiling the theme with a sign in book and name tags. The Membership Coordinator will help at the welcome table as a greeter. Written invitations will be mailed out to members. Suzi presented survey information on volunteering. The chapter will be volunteering for The Ronald McDonald House and Oregon Food Bank. February’s workshop theme will also be the 25<sup>th</sup> Anniversary.

**UNFINISHED BUSINESS**

1. Membership Realignment	Denice is going to add information to the web regarding the temporary membership realignment.
2. Chart of Accounts	Tabled until next meeting.
3. Changes to Budget	Tabled until next meeting.
4. Money Market Account	Tabled until next meeting.
5. Strategic Plan	Tabled until next meeting.

**NEW BUSINESS**

1. GOSGMP	
2. President’s Message	Tabled until next meeting.
3. Certification Idea from Rob	Tabled until next meeting.
4. By-Laws Review	Tabled until next meeting.

The Columbia Chapter Executive Board Meeting was adjourned at 1:33 pm.

Respectfully submitted by: Travis Allison, Secretary