



**Columbia Chapter, NIGP**  
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**EXECUTIVE BOARD MEETING MINUTES**  
**September 20, 2006**  
**Port of Portland**

**CALL TO ORDER:** President Holt called the board meeting of the NIGP Columbia Chapter to order at 12:07 pm. Members present were Elaine Holt, CPPO, CPPB, President; Kathleen Hinick, CPPB, Vice President; Gretchen Harold, CPPB, Secretary; Diane Seaton, CPPB, Past President; Denise Johnson, CPPB, Membership; Rob Rickard, CPPO, OPBC, Government Affairs, OPPA Liaison; Leslie Johnson, CPPB, Cynthia Phillips, Public Relations/Meeting Notices; Christine Moody, CPPB ICP, and Margaret Kisser, CPPB Auction Chairman.

**OFFICER/COMMITTEE REPORTS**

**Secretary:** A motion to accept the July and August Board minutes was made by Christine Moody, and was seconded by Denise Johnson. The July and August minutes were approved.

**Treasurer:** No Report

**Membership:** Applications for eight new members were presented. A motion to accept the new members was made by Gretchen Harold, and was seconded by Kathleen Hinick. Eight new members were approved.

There was discussion about what to charge new members after we are past the one half point in the year. It was decided that half of the full year price, this will be written into the By-Laws.

**Topics:** Kathleen has no new information:

- October 5 General Meeting Jeff Baer will talk about Green Purchasing
- November 2 General Meeting Marty Gault will talk about Strategic Sourcing

**Public Relations/Meeting Notices:** Leslie announced the October General Lunch meeting will be at the Holiday Inn at Lloyd Center, we will have a Buffet Lunch, it was decided that the food would be the same as last time. The next Board Meeting will be at Port of Portland October 18, 2006.

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NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING



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**Chapter Newsletter:** Guy Melton has accepted a position in Eugene and will be relocating to that City and has resigned his position. Leslie Johnson will send out an e-mail requesting a volunteer to take his place, Christine Moody suggested plugging the position at the General Meeting.

**OPPA Report:** OPPA held its Fall Conference on IT Procurement and had about 100 members attend. OPPA has 430 members, a solid budget, and has just come online with Member Clicks.

**ICP:** Next ICP meeting will be held at Portland Public Schools September 27, 2006. There will be a new start time of 11:30 am.

**RVTS:** Nancy Ahlbin will be at the next meeting at the Port of Portland.

**Information Services:** No Report. Gretchen will send the updated minutes to Mike Westerman and ask him to take down the old minutes.

**Professional Development:** CPPB, CPPO review class has been set for December 4-6 at the MESD site. P2L will be moved to Spring 07.

**Government Affairs:** Quiet.

## **UNFINISHED BUSINESS**

**Scholarships:** Bump to next meeting

**Comments on By-Laws:** Article 4, Section 2, Page 3 Treasurer not Secretary has to have National Membership. The Treasurer and Secretary rolls need to be corrected throughout the document.

**Committee Assignments:** Bump to next meeting

## **NEW BUSINESS**

**Agenda for October General Meeting:** At the October meeting we will discuss the Rewards Program, Silent Auction, By-Laws, Jeff Baer will be speaking on Green Procurement, and notify the membership we need a volunteer for the News Letter Editor.

**Silent Auction:** It was decided that we would send out Thank You notes to all contributors. Some items will have minimum bids, Margaret will have the authority to run auction. The requested budget is \$300 and was approved by the Board.

**The meeting was adjourned at 1:43 pm.  
Respectfully Submitted by Gretchen Harold, CPPB**