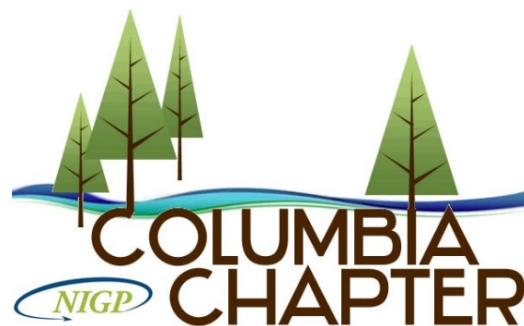


Columbia Chapter NIGP

Executive Board Meeting

November 2017



Date: November 14, 2017

Time: 11:30 AM– 1:00 PM

Location: Multnomah Building, 1st Floor, Room 126

Facilitator: Denice Henshaw, President

Minutes taken by: Elvis Carter, Secretary

EXECUTIVE BOARD MEETING MINUTES

CALL TO ORDER: 11:50 AM

ATTENDEES

Denice Henshaw President, Christy Tran Vice President, Elvis Carter, Jr. Secretary, Anthony Blackmon Treasurer, Kathi Braeme-Burr ProD, Emmanuel Amunga Membership Director, Director, Suzi Fulcher Logistics Director, Lee Fleming Chapter Liaison.

REPORTS

Board Meeting Minutes and Retreat Minutes: Suzi moved to accept meeting minutes as presented with the change that BOY/MOY Diane suggested to Emmanuel suggested, seconded by Kathi, all approved.

COMMITTEE REPORTS

- **Treasurer** – See report attached.
- **Vice President** - Suzi & Christy working on All day workshop looking into OAME for location. Checking on a few speakers Rob Rickard and Don Hicks. Date we are considering is March 1st. Christy is going to check and see if we can have speakers in Feb so we can have joint meeting in March Columbia Chapter and OPPA. She will email the group so that we can make a decision. We have a few things in the handbook that needs to be updated and Christy and Elvis are on the committee to look at it. The audit for RVTS needs to be updated also. Committee chairs of each group should email members to let them know what committee they are on.
- **Pro D** – US Communities classes 14 attended. (Report attached)
- **Membership** – We got three applications for three new members are we going to email review or do in person? Emmanuel is going to update applications to include supervisor signature block. Denice asked Emmanuel to update report with how many current members that we have Suzi moved to accept all applications and Denice seconded it all approved. (Report attached)
- **Logistics** – Are we having a January General Meeting? Suzi moved to remove General Meeting from calendar seconded by Emmanuel all in favor approved Moved the new member from January orientation to December Holiday luncheon. (Report attached)
- **Rewards** – No report submitted.
- **Chapter Liaison** – Chapter Meeting tomorrow at 1130am. You can join web link. Plan for joint meeting in March. Have Lee check and see if any joint classes that they want to work on. (No report submitted)
- **ICP** – (No report submitted)

Kathi moved to accept the Director reports as presented, seconded by Suzi, all approved.

TOPICS

- Constant Contact-We need to have Emmanuel and Travis discuss how this would work for us. Anthony will see if he can send invoices from Constant Contract.
- BOY/MOY-Christy sent out new applications to review the changes that were made.
- CPPO/CPPB Moved to discuss at next meeting.
- RVTS- No new update.
- Budget- We went over the report. Anthony is going to make changes and updates and present it back to the board.

UPCOMING EVENTS AND MEETINGS

1. Holiday Luncheon- December 7th
2. Board Meeting- November 15th
3. Board Meeting – December 20th ???

MEETING ADJOURNED AT 1:11 PM