

BOARD OF DIRECTORS MEETING MINUTES - **UPDATED**

Date: Friday – April 14, 2017
 Time: 10:00 am
 Location: MAC Club

DIRECTORS PRESENT: EXECUTIVE DIRECTOR: Laura McDermott (Yes)

DIRECTORS:	Yes/No	DIRECTORS	Yes/No
Andrea Klopfenstein	Yes	Jed Spera	No
Angela Shinn	Yes	Laura Hall	Yes
Barb Casey	Yes	Sara Eanni	Yes
Connie Plowman	Yes	Wes Finchum	Yes
Jason Grosz	Yes		

BOARD GROUND RULE ESTABLISHED:

<ul style="list-style-type: none"> Documents are to be distributed to the Board at least 48 hours prior to the Board Meeting. 	
PURPOSE: To give Board Members time to review documents and prepare for discussion	With the following considerations:
	<ol style="list-style-type: none"> Something urgent has occurred within the 48-hour window that needs the Board’s attention Any documents that require 5 minutes or less to review and understand

- Meeting called to Order by Sara at 10:01 am.
- Approval of Meeting Minutes
 - Approved: Board Meeting Minutes of March 16, 2017
- CED Report
 - See report in packet.
- Treasurer’s Report
 - Action: Review financial documents sent on April 13. Reach out to Jed or Laura McD if questions (All)
- Committee Reports *(Unless stated, action items/decisions belong to the Committee)*
 - Events:

- i. Action: Working on New member reception (June), Cruise (July), and Golf tournament (August)
- b. Marketing:
 - i. Action: Getting ready to publish April edition of magazine
 - ii. Award: CAI-Oregon magazine being recognized by CAI National
 - iii. Decision: Motion made and approved to recognize Jim Main at May luncheon for creating Award-Winning submissions
- c. Membership
 - i. Note: See Membership Meeting minutes in packet dated March 23, 2017
 - ii. Action: Membership committee doing check-in's at registration table
- d. Education
 - i. Note: See Education Meeting minutes in packet dated April 3, 2017
 - ii. Action: June meeting needs a speaker. Topic is Marijuana. Talk with Walter Weiler (Jason)
 - iii. Action: June 3 coast event. Check on facility availability (Laura McD)
- e. Sponsorship
 - i. Action: July lunch needs a sponsor. If no sponsor, make decision at May board meeting for "go/no go" decision to cancel July luncheon.
 - ii. Note: Sponsorship packet coming out in October.
- f. CA Day
 - i. Action: Committee is working on getting event planning started sooner (particularly for sponsors)
- g. LAC
 - i. Awareness: "No Commercial Use" - regarding Adult Foster Care & Day Care

NEW BUSINESS:

6. Board Decision Policy
 - a. Outcome of Brainstorming activity:
 - i. What decisions can be made by Committees?
 - ii. What items need Board awareness?
 - iii. What decisions need to be approved by the Board?
 - iv. What are the responsibilities of the Board liaisons?
 - Action: Document examples where uncertainty in decision-making has occurred (Laura McD)

OLD BUSINESS:

7. CORC Update:
 - a. No action needed. CORC working through transition.

8. Chapter Name Change:
 - a. Decision: Motion made and approved new name - **Greater Oregon Cascade Chapter**
- Name change is final and can only be changed if name is no longer available via the state business registry.

Implementation of new name will occur only if CORC officially becomes a new chapter after probationary period.

9. Next Meeting – Friday, May 12
 - a. New start time: **9:00 am** (to allow time for discussion on Board Decision Making topic)
 - b. MAC Club, followed by May luncheon

10. Meeting adjourned at 11:15 am.

Respectfully Submitted,
Connie Plowman
CAI-OR Secretary