

BOARD OF DIRECTORS MEETING MINUTES

Date: February 13, 2015

Time: 10:00 AM

Location: The Multnomah Athletic Club, 1849 SW Salmon St, Portland, OR 97205

Directors Present: Barb Casey, Briana Buck, Andrea Klopfenstein, Joshua Rice, Jason Grosz, Jed Spera, Brad Finson, Kathleen Profitt and P. Stephen Russell.

Also in attendance: Laura McDermott.

1. The Board meeting was called to order at 10:00 a.m. by Barb Casey.
2. Approval of Minutes for January 9, 2015
 - a. **Jed Spera moved to approve the minutes as amended. The motion was seconded and carried without objection.**
3. CED Report – L. McDermott presented
 - a. As attached.
4. Reports and Discussions
 - a. Treasurers Report – Andrea Klopfenstein
 - i. Andrea spoke in regard to the surcharge on Squarespace transactions.
 - b. Committee Updates & Reports
 - i. Events – Barb Casey
 1. As attached
 - ii. Marketing – Brianna Buck
 1. As attached.
 - iii. Membership – Andrea Klopfenstein
 1. As attached.
 - a. Monthly membership cover sheet
 - iv. Education – Joshua Rice
 1. As attached.
 - v. 2015 CA Day
 1. No action was taken at this time.
 - vi. CORC—Steve Russell
 1. No action was taken at this time.
5. Unfinished Business-
 - a. CORC move to Bend Bank

1. An update was provided by Brad Finson that he had signed the documents necessary for CORC to open a bank account in Bend.
 - b. Board Retreat
 1. There was a discussion about holding a Board Retreat, with the main purpose to develop a plan for succession within the CAI Oregon Governance. It was decided the Board would instead review a portion of its SWOT analysis at each future meeting.
6. New Business
- a. Realtor Involvement in CAI
 1. It was discussed whether to pursue holding a joint event with the Oregon Association of Realtors. Laura McDermott would research costs for CAI to be present at the OAR trade show.

There was a discussion about changing the Co-Housing presentation in July to an event that realtors should attend. P. Stephen Russell suggested treating the event as a normal lunch and inviting the OAR

Andrea Klopfenstein moved to replace the Co-Housing event with one tailored to realtors, and that the Education Committee has the final decision as to who speaks at the event, with the event dependent on representatives of OAR agreeing to attend.
 - b. Strategic Planning Notes – Rough Draft
 1. No action was taken.
 - c. Air BNB
 1. There was a discussion about involving AirBNB in an upcoming luncheon.
 - d. 2015 Membership Directory
 1. Laura McDermott stated she had been looking into hiring a graphic designer to format a new membership directory for CAI Oregon. Laura found a graphic designer, Colleen Fulford, that could produce a new directory for \$1,200.

Jason Grosz moved to approve CAI hiring Colleen Fulford to revamp the membership packet. The motion was seconded and carried without objection.
 - e. Board SWOTs
 1. There was a discussion about succession on the Board. There was a discussion about amending the Bylaws so that the past President could remain on the Board. There was also a discussion about amending the Bylaw section regarding the nominating committee.

7. Next Meeting: March 13, 2015 at the Multnomah Athletic Club.

Respectfully Submitted,
Brad Finson, CAI-OR Secretary