

BOARD OF DIRECTORS MEETING MINUTES

Date: Friday, September 11, 2015
Time: 10:13AM
Location: MAC Club

Directors Present

Barb Casey, JLG, Andrea Klopfenstein, Josh Rice, Jed Spera, Briana Buck, Kathleen Proffit

Also Present: Greg Coxey, Angela Shinn and Laura McDermott

1. Call to Order
2. Approval of Minutes from the July 10th meeting
 - a. Jed Moves to approve minutes from July 10th, Briana seconds, motion passes unanimously.
3. Laura McDermott presented the CED Report
 - a. Ed Committee developed processes for selection of speakers for roundtables as well as articles for newsletter
 - b. October 14th new member reception
 - c. Gala at urban studios on Nov 5th
4. Reports and Discussions
 - a. Andrea K presented the Treasurer's report
 - i. Briana Moves to approve 2016 budget (October 2015-October 2016 because that is our fiscal year), Kathleen Seconds. Motion passes unanimously
 - ii. Discussion ensued about putting budget up on website. Andrea suggested that we table the issue until later in the agenda.
 - b. Committee Updates & Reports
 - i. Events
 1. Laura relayed an email update from Julie
 2. Golf Tourney was a success. Initial feedback was food and location were great.
 3. New owners reception at Columbia Bank on October 14th
 - ii. Marketing
 1. Sara Eanni provided a written report
 - iii. Membership
 1. Report attached. Down 9 members since may but this is consistent with the trend in previous years of losing a few in the summer and gaining them back in the fall.
 - iv. Education
 1. Education committee selected speakers for November and

- v. 2016 CA Day
 - 1. Angela submitted a detailed written report and supplemented it with a few comments.
 - 2. Angela also submitted a great committee charter.
 - 3. Jason moved to approve the proposed CA Day Committee Charter. Jed Seconded. Motion passed unanimously.
 - vi. CORC
 - 1. Greg presented a verbal report on behalf of CORC
 - 2.
5. Old Business-
- a. Communication and Professionalism Policies
 - i. Board decided to hold off on reviewing these policies until Steve Russell could participate in discussion next month.
 - b. New Policies – also delaying this one month.
 - c. Andrea Moves to approve CAI Oregon Free CAVL Member Education Event Attendance. Kathleen P seconds
 - i. Discussion ensued regarding ability of CAI to absorb cost.
 - ii. Andrea K expressed that we market this as a limited trial run
 - iii. Motion passes with Briana B abstaining
 - d. Jason moves to approve the Creation of Policies Policy with an edit making clear that, were possible, specific deliverables be assigned to specific people to track responsibilities. Jed Seconds.
 - i. No Discussion
 - ii. Motion passes unanimously.
 - iii.
 - e. LAC - tabled until next month due to time considerations
 - f. Special Issues
 - i. Barb had a telephone conversation with person in question who acknowledged an apologized for information share with competing organization. Immediate issue appears to be resolved. Barb will follow up one more time regarding related issues.
 - ii. CORC golf tournament - Barb discussed payment for Laura's attendance and help with Nancy preparing for golf tournament. Board supported Barb's decision.
 - iii. CORC paying for just time at tournament and set up time
 - iv. CAI-OR is willing to pay for mileage and 3 hours of travel (1/2). Greg to take counterproposal to CORC Board.
6. Meeting adjourned at 11:40am.
7. Next Meeting: October 10th 2015 at the MAC