

BOARD OF DIRECTORS MEETING MINUTES

Date: Friday – May 4, 2018
 Time: 10:00 am.
 Location: Vial-Fotheringham Office

DIRECTORS PRESENT: EXECUTIVE DIRECTOR: Laura McDermott (Yes)

DIRECTORS:	Yes/No	DIRECTORS	Yes/No
Andrea Klopfenstein	Yes	Laura Hall	Yes
Angela Shinn	Yes	Ryan Harris	Yes
Barb Casey	Yes	Sara Eanni	Yes
		Wes Finchum	Yes

1. Meeting called to Order by Laura H. at 10:01 am.
2. Approval of Meeting Minutes
 - a. Board Meeting Minutes of April 2nd, 2018 – Motion made and approved unanimously.
3. CED Report
 - a. Selling sponsorships- Few magazine ads and golf.
 - b. Law Day- Last sponsorship was sold.
 - c. National conference- Laura and Wes are out next week (week of May 7th to attend)
4. Treasurer’s Report
 - a. See Financial statements distributed on May 1st, 2018.
 - b. Requested addition to CED Report
 - i. **Action Item: Laura M. to added Membership numbers monthly and year to year.**
 - c. National check was double what it was in the prior year.
 - i. Statement was made that it does go up and down however Sara and Laura did confirm that membership has increased since losing CORC.
 - ii. **Action Item: Andrea is going to look at the national compensation for our chapter during this next budget season.**
 - d. Debt- Need to decide what we are going to do with our old debt
 - i. **Action Item: Laura and Andrea will discuss after meeting.**

OLD BUSINESS:

5. National Letter
 - a. Laura reached out to National and their advice was to wait until after the National event to send the letter. Other chapters felt the same way we do.
 - i. **Action Item: Laura Hall to make a few more edits and send out early part of next week (week of May 7th)**

- 6. Vacant position
 - a. We have 2 CAVL spots to fill on the board. Ryan suggested to fill one spot and board agreed.
 - i. **Action Item: Laura M to send email to CAI OR CAVLS to announce this position.**
- 7. Amicus Brief
 - a. Ryan said it was rejected

NEW BUSINESS

- 8. CORC
 - a. Has received the final approval from National
 - b. Need to officially change our chapters name
 - i. **Action Item: Everyone needs to think of a name for the next meeting**
 - ii. **Action Item: Sara is to find the list of counties that is apart of CORC and send**
- 9. New Idea-Bootcamp Proposal
 - a. Sent back to committee to get a budget included for the board to consider and approve at the June meeting
- 10. Executive Session- Entered at 10:38, Laura M. present.
- 11. Executive Session- Ended at 11:08
- 12. Next Board Meeting – **Thursday June 7th, 2018** ← **NOTE: CHANGE IN DATE**
 - a. Start time: 10:00 am
 - b. At Vial-Fotheringham
- 13. Meeting Adjourned at 11:10 am.

SUMMARY OF ACTION ITEMS:

Action Item	Assigned To	Comments
National check amounts for upcoming budget	Andrea	Discuss at future meeting when budget is discussed
Writing off debt	Laura M. & Andrea	Discuss update at June Meeting
Final National letter edits	Laura H.	Send to board for review and final approval in June Meeting
Email to CAVLS regarding open board position	Laura M.	Update at June Meeting
CAI-Oregon Name change or agreement to "Greater Oregon Regional Chapter"	Everyone	Throw ideas in emails and vote at next board meeting
Send list of counties apart of CORC	Sara	Email to board