

## March 2015 E-Board Minutes

### Washington County Executive Board Minutes of March 18, 2015 Meeting

#### 7:08pm. Call to Order: Rosa Colquitt, Chair.

- *Attending:* Rosa Colquitt, Matt Koehler, Louise Currin, Mignon Hamlin, Veronica Williams, Carl Fisher, Barb Glazer, Bobbi Wolf, Jon McWilliams, Sorah Dubitsky, Sheri Malstrom, Kevin Malstrom, Lisa Allen, Luis Nava and Dorila Nava.
- *Guests:* Barb Glazer, Clyde Wolf and Karin Olson.
- *Agenda:* Updated agenda adopted.
- *Minutes of February Meeting:* Approved as presented.
- *Treasurer's Report:* Balance of \$17,414.20 including \$2,475.04 in the Karen Schouten Memorial Fund. Following a discussion about administration of the fund, an ad hoc committee including Rosa Colquitt, Louise Currin, Bobbi Wolf, Sorah Dubitsky and Sheri Malstrom was created to write procedures for managing the fund and distributing its proceeds. Upon completion, the plan will be presented to the board for approval.

#### 7:28pm. On-Going Business

- *Update on SpringFest.* The brunch buffet will be held at the UA Local 290 Hall in Tualatin. The keynote speaker is Secretary of State Jeanne Atkins. She will be introduced by U.S. Representative Suzanne Bonamici. Tickets for the 50/50 raffle will be available. Sales of tables and ads are being promoted, together with ticket sales for the event. Volunteers are needed for set-up and take-down. A reception honoring Secretary Atkins will be held in the board room of the hall at 11:30am. Members of the E-Board are invited to the reception.

#### 7:50pm. New Business

- *2015 Budget Proposal.* Veronica Williams presented a handout itemizing the 2014 and 2015 budgets, plus actual figures from 2014. Questions were addressed to standing committee chairs in attendance. The completed budget proposal will be offered for review at the April E-Board meeting, posted to the PCP site the following day, and submitted for a vote at the next CC meeting.
- *Blue Horizon.* Office expenses, presently \$20,408, are rising as detailed in the budget handout. Thus, a campaign to increase contributions will be undertaken. Additionally, an annual letter to donors, acknowledging and itemizing their contributions, is being prepared. It is possible that a private firm, C&E, will be retained to perform this duty.
- *Volunteers of the Month:* Paul and Linda Erickson by unanimous vote.
- *Strategic Planning.* The meeting will take place on Sat., March 21 at the Leedy Grange from 9am to 1:30pm. Lunch is included. Please register for the event.
- *St. Patrick's Day Parade.* Many factors combined to produce a feeble turnout for this event, including bad weather. For future events, the Chair advocates a confirming email to all participants with details, including a contact name and number.
- *Standing Committee Roundtables:* This activity will take place at the April CC meeting. Members will move from station to station, speaking with standing committee chairs about tasks, goals and opportunities. This activity is designed to increase PCP numbers and committee memberships. Chairs are asked to be present and prepared.

#### 7:40pm. Central Committee Speakers

- *March Speaker:* Brad Avakian, Labor Commissioner.
- "Working Schedule for E-Board" was distributed with updated information.

#### 7:53pm. Standing Committee Chair Updates.

- *Office:* Updating of the office manual and training of the committee is underway, pending the retirement of Chair Bobbi Wolf next year. Renovation of the front of the office is complete.
- *Community Outreach:* Email blasts will be used to increase participation in future events, including Adopt-A-Road on Sat., March 28. Confirmations will be sent three days in advance. Because distance was an issue at the St. Patrick's Day parade, a truck will be solicited for use at the 2016 event.
- *Communications:* Promotion of "likes" on Facebook continues. More letters to the editor are in the pipeline. The next edition of the county newsletter will be emailed soon. A search is underway for a volunteer with a background in graphic design.
- *Campaign:* The last day to file is Thurs., March 19. Daniel Vazquez has filed for a seat on the Beaverton school board. The Sherwood special election in May will pit one Democrat against two Republicans. A script is being written to support a videotape that will be used to train PCPs.

- *Finance*: A priority has been placed on recruiting new members to the committee.
- *Training*: Next meeting is March 24. Next PCP training is April 11, with five PCPs signed up.

**9:08pm. Adjournment** by Rosa Colquitt, Chair.

*Mignon Hamlin, Recording Secretary*

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