

-DRAFT-  
OSEA Chapter 48 Executive Board Meeting Minutes  
April 11, 2018 @ SPED 2

The meeting was called to order at 5:50 p.m. by President Anna Taylor.

Executive Board Members in attendance: Exiting President - Ana Taylor, Acting President - Charlene Compton, Secretary - Diane Holste, Treasurer - Kristen Croft, Nutritional Services Rep - Kim Kennedy, Transportation Rep - Kirk Wilkins, Trade Representative - Lynette Stone, Instructional Representative - Dan Horn, Clerical/Technical Rep & Zone 1 Director - Dianna Hess.

Guests in attendance: Kim Bonner, OSEA Field Representative.

1. President Anna Taylor formally resigned her position in front of the Executive Board, gave her gratitude to the Chapter and left the meeting at 5:55 p.m..
2. The Board discussed the next moves that need to be started and/or completed:
  - a. Charlene Compton has stepped into the Acting President position as of now.
  - b. Email distribution
    - i. Anna will need to be removed from the email address(s).
    - ii. Outgoing will done through the OSEA email address.
    - iii. Incoming emails will forwarded to Kim Bonner and will direct them to the appropriate Executive Member.
    - iv. The incoming emails quantity are between 15-40 per day.
  - c. Kim Bonner will send a Thank you to Anna for her service.
  - d. Membership needs to be informed.
  - e. Ronda Hahn needs to be informed.
3. Approval of Executive Board Minutes
  - a. 02/27/2018
  - b. 03/17/2018
  - c. Both were reviewed
    - i. Dianna Hess moved to approve both minutes as amended.
    - ii. Kirk Wilkins seconded.
    - iii. It passes.
4. Old Business
  - a. Membership Drive
    - i. Training is set for Monday, 04/23/2018.
    - ii. Dianna Hess has given the Time Release updates to Ronda Hahn.

- iii. Lesly M and Kim B. will set the locations the teams will be going to. Location will have less than 70% participation.
  - iv. Overall BSD OSEA has 72.9% active membership.
  - v. Currently have Chapter members and several Salem OSEA organizers that will make up teams.
- b. Transportation Handbook
  - i. Angela Bay accepted the position.
  - ii. She attended one meeting and it went well.
- c. Classified Week
  - i. Situations to consider for all events:
    - 1. Night staff availability/inclusion.
    - 2. School conference days.
    - 3. Weekend vs weekday.
    - 4. Look at budget and see if amount needs to be different.
  - ii. Better publicization of any events.
    - 1. Poster contest for Classified staff families.
    - 2. Posters made by students.
    - 3. Add upcoming events to the poster for extra publicization.
- d. Levy Support
  - i. Check should be coming the Kristen Croft.

## 5. New Business

- a. President's Report section
  - i. Meetings with Superintendent.
    - 1. Due to Executive Board changes **TABLE** this until next school year.
    - 2. Send a letter to Superintendent Grotting about this change.
    - 3. Look at setting up a standing meeting with him next year that can be attended by Board members as selected.
  - ii. Training opportunities - **TABLED** to next year.
- b. Treasurer's Report
  - i. Debit Card usage
    - 1. Many options were discussed see Section 5.b.iii..
  - ii. Changes directed by OSEA Salem
    - 1. For IRS compliance.
    - 2. All Chapters are to move their accounts to Columbia Banks. We are currently at OnPoint CU.
    - 3. There will be mandatory training at the June OSEA Conference.
  - iii. OSEA Beaverton Chapter 48 Expenditure Guidelines
    - 1. Kristen presented these at the December Executive Board event.
    - 2. They were reviewed but not voted on.

3. They were now reviewed and amendments were made.  
Kristen will update the draft.
  - a. Diane Holste made a motion to accept the guidelines as amended.
  - b. Kirk Wilkins seconded.
  - c. Passed unanimously.
- c. Zone 1 Representative Report
  - i. The Zone 1 meetings.
    1. Format of the meeting is about 30 minutes of meet and greet then the PERS presentation.
    2. Members need to RSVP in order to have enough packets.
  - ii. President's Road Show
    - a. 04/18/2018 at Sunset High School.
    - b. Dianna Hess and Kristen Croft are attending.
- d. Scholarship review
  - i. As of today, three (3) members and one (1) student have submitted applications.
  - ii. Dianna Hess had presented a motion:
    1. If there are not the equal number of applications to the number of scholarships, can the amount of the scholarships be increased?
      - a. Current breakdown:
        - i. Four (4) \$500.00 Student Scholarships
        - ii. One (!) \$1000.00 Student Scholarship
        - iii. Four (4) \$500.00 Member Scholarship
      - b. Proposed adjustment:
        - i. Bump the amounts awarded - like to \$1000.00.
        - ii. Need to see how many people will still get their applications in.
        - iii. This has been done before when we have had less applications.
      - c. Kim Kennedy seconded.
      - d. 2 abstained & 6 yeses - passed.
    2. Question was asked about how SPED students are addressed. This process is open to them as well.
- e. Nominations
  - i. Executive Board positions:
    1. Secretary position is still open. Any suggestions?
  - ii. Conference positions:
    1. Five (5) positions are unfilled.
    2. Dianna Hess will follow up after elections with the people going and get the needed information to Salem.

3. Also the Conference specific will be sent after the election to those individuals.
6. Meeting was adjourned at 7:07 p.m...

Respectively submitted by:  
Diane Holste  
Chapter 48 Secretary