

GPSEN Board Minutes

Thursday, September 17, 2016

9:30 am – 6:00 pm

PCC Sylvania, TCB 218

Board Members in attendance: (X – present; E- excused; A- Advisors):

X	Nicole Baber	E	Nick Pasquale		Irene Bailey (A)
E	Frank Granshaw	X	LeRoy Patton		Keith Murphy (A)
X	Lin Harmon-Walker	X	Bruce Podobnik	E	Gary Obermeyer (A)
X	David Kunz	E	Briar Schoon	E	Suzanne Tom (A)
X	Laura Kutner	X	Kim Smith		
X	David Macek	E	Heather Spalding		

9:30 Meeting called to order

Introductions

Logistics

- A. Coordinator: Kim Smith; Facilitator: David Macek; Notetaker: Kim Smith
- B. Reviewed group dynamics and bike rack practice to move conversations forward and allow topics to be captured for the future.
- C. Confirmed agenda- No revisions to content and time

Updates and Discussion- Board Meeting Business

- A. Reviewed action items from minutes – see completed tasks in last month’s minutes
- B. Board Orientation – Kim
 - Orientation packet available to all on Google.
 - Revised Board Application link will be made available to all Board Members
 - Board Commitment and Conflict of Interest form distributed to those who still needed to sign
- C. Database – David
 - Database Working Group met and made progress on plans. Nick recommended purchasing a model off the shelf to save money in development.
 - Gary will create a set of recommendations and costs (licensing fee, management, and maintenance) for approval at next Board Meeting.
 - Laura recommended that committee looks at Mt Hood Regulatory Commission (technology focus) – LOI due Dec 8.
 - Board encouraged team to move forward. If need to have an electronic vote to meet an application deadline, asked to have a clearly marked subject line.
- D. Marketing – Kim
 - Team to meet on Sept 23.
 - More details on materials will follow.

E. Finances – Bruce

- Lin and Kim met to work out taxes. Have entered costs of Kim's course releases into spreadsheet. Ask others who have had paid staff time for GPSEN to enter data.
- Discussed process of integrating volunteer hours into document too, to demonstrate hours for staff time.
- Have \$5129.03 in bank account and \$172.76 in PayPal account.

F. Sustainability Social – Kim

- Will be hosted on Sept 29, from 4:30-7:00, at One North, on N Vancouver.
- Encourage all Board Members to attend and invite others to participate
- Some pints of Taste of Sustainability ice cream is still available

G. Approved minutes from last meeting

H. Board Retreat – Annual Plan Recommendations will be presented at next Board Meeting for approval.

Board Meeting Adjourned

Next Meeting:

Thursday, October 13

10:00 – 12:00

CLIMB Center