



**Evergreen Chapter - American Society for Public Administration
Board of Directors
MEETING MINUTES
Tuesday, May 28, 2013, 5:30 P.M.
Conference Call**

Participating: Steve Benowitz, David Broom, Liz DuBois, Tammy Esteves, Andy Hokenson, Caitlyn Jekel, Doreen Swetkis, Frank Valdez; and Mary Van Verst

Not in Attendance: Lana Georges, Stephanie Schwenger

Call to Order

Tammy called the meeting to order at 5:36 p.m.

President's Report

Tammy apologized for last month's snafu in missing the meeting. She was traveling, and dealing with a medical issue. The board was glad to hear from Tammy that the medical reports came back clean.

Tammy noted that the end of this month marked the celebration of a long, great public administration career of Cheryle Broom, former ASPA-Evergreen Chapter President, and former national ASPA President. Tammy announced, for anyone who can make it, there will be a retirement party tomorrow from 2-3:30 on the 12th floor of the Court House in the King County SW Conference Room.

Secretaries Report

Mary requested a motion to approve the minutes from our last meeting on April 23, with a change that she will make to correct the heading, and the date of our next meeting to May 28. Motions were carried, and the minutes from our April 23, 2013 conference call meeting were approved.

Treasurer's Report

Dave reported that our chapter received an approximate \$680.00 rebate from the national ASPA office, based on our chapter membership. He also reported that we have \$5,537.58 in our checking account, and \$101.13 in our savings, with a total of \$5,638.71. He noted that this does not include the proceeds from our involvement with the Mariner's game. Doreen stated that we sold 122 tickets, for a total of \$488.00. Discussion also included the fact that we had an outstanding bill to NW Trophy for J. Paul Blake's award. Following the discussion, Dave anticipated that our new total in the bank would be \$5,964.21.

Membership Committee

Lana was absent, and therefore there was no report from the Membership Committee.

Communications Committee

Frank reported an increase to 199 of members on our LinkedIn site.

Old Business

Civility Conference

Steve is continuing his work on trying to gather presentations that were made at the conference. These presentations were lost when some presenters took their thumb drive when leaving. A plan is to upload the presentations onto our website. A question remains about what to do next.

Awards/Mariner's Game

Doreen reported that 122 tickets were sold to the game, which means proceeds for our chapter. Hooray! In hindsight, a weeknight game may be a better choice for the future. She said that the awards event with J. Paul was wonderful. It was unfortunate that many were unable to attend, but it seemed that J. Paul was truly honored by the recognition. Mary echoed this sentiment. Liz, who also endorsed this sentiment, said that she had some photos she could share and would work on putting together a draft of an article for the *PA TIMES*.

Nominations Committee

Frank reported that Caitlyn developed the verbiage for the e-mail that was sent over the weekend. One response was from Andrew, who declined a position for the coming term. Caitlyn remarked about several great people who had responded with interest.

Liz said that she would reach out to Sandra Archibald about a replacement from the Evans School. Tammy suggested we do the same with Seattle Pacific and Seattle University. Dave remarked that John Collins was back at S.U. (a former board member). Frank responded that he will reach out to John. Caitlyn said she'd be willing to reach out to Seattle Pacific (we currently have no contact there). Dave reminded everyone that individuals need to be current members of ASPA to serve on the Evergreen Chapter board.

Washington-Hyogo 50th Anniversary Planning: Mary updated the board on the planning of the Joint (ASPA/HAPSA) Public Administration Seminar, scheduled for Aug. 20 at 9:00 am at the Worthington Conference Center of St. Martin's University. The subject is disaster preparedness and response.

At this time, HAPSA has identified five presenters they are sending for the seminar. There may be more participants from HAPSA. On the Washington side, we will have two Washington Conservation Corps crews making presentations, and someone from the Dept. of Ecology. Dave and Mary are in the process of lining up someone from the Dept. of Emergency Management.

The larger 50th sister-state anniversary planning committee recently made the suggestion that we offer a continental breakfast. Mary said that she had also been thinking about a luncheon following the seminar for guests from HAPSA and ASPA members. The lunch possibility had come as a request from HAPSA leaders in Japan. As of this time, the 50th anniversary planning committee said they would try to seek

sponsorship to help with the cost of the breakfast, but no sponsorships had yet been committed.

Mary reported that Dave had obtained estimates from the caterer at St. Martin's. A continental breakfast would be about \$10 per person, and a buffet lunch would be about \$11.50 per person. Although the venue can accommodate 180 people, we feel we'd be lucky to get 100 there. An early estimate of guests for the lunch is 21. Therefore, we are looking at possibly \$1,300 (\$1,000 for breakfast, and \$300 for the luncheon).

Liz commented that she supported the chapter's financial assistance for the seminar. Tammy remarked that this was an important event for us. Dave added that we should consider the value of what HAPSA is investing in sending presenters from Japan for this event.

Following the discussion, Dave motioned that we authorize Mary and other planners to move forward with chapter support of up to \$1,300. Liz seconded the motion, and the board offered approval.

New Business

ASPA Seattle 2016

Tammy reported that a local team would be formed for the planning of the 2016 ASPA conference in Seattle. If anyone is interested in participating on the team, she can pass along his or her names.

Seattle City Club

On Thursday, July 18, there is a noteworthy event via City Club, titled "Civil Discourse: Moving to the Heart of the Matter." Tammy will pass the information on to the Communications Committee. Lunch will be served at 11:30; the program is from 12-1:30. Please see this link for the cost and additional information:

<http://www.seattlecityclub.org/events>

Next Meeting

We will have only one meeting this summer. It will be an in-person planning meeting for returning and new board members. Dave offered to host it at his house. Tammy will send out a Doodle poll with potential dates.

Other New Business

Dave reported an update on the IRS issue regarding our request for non-profit status: we received a letter, which he will forward to Tammy for the board.

Adjourn

Tammy adjourned the meeting at 6:26 p.m.

Minutes respectfully submitted by Mary Van Verst