

**Evergreen Chapter - American Society for Public Administration**  
**Board of Directors Meeting**  
**MEETING MINUTES**  
**June 8, 2016, 6:30 p.m. – Conference Call**

Participating: Steve Benowitz, Dave Broom, Liz DuBois, Crystal Chang, Jennifer McEwen, Mark Sullivan, and Mary Van Verst

Guests: Linda Guerrero and Kiriko Takahashi

Not in Attendance: Cassie Bordelon, Amanda N. DeShazo, Caitlyn Jekel, Mara Machulsky, and Chris Page

Call to Order

Steve called the meeting to order at 6:30 p.m.

President's Report

Steve announced that he is appointing Kiriko Takahashi as a new student representative to the board. Kiriko is an MPA student at The Evergreen State College. She is employed by the Hyogo Prefectural Government in Kobe, Japan. Kiriko will serve as a voting member of the board through June 30, 2017. Welcome, Kiriko!

Steve reported that he, once again, would like to get everyone focusing on having a robust program for the chapter; something in August or September. There will be more on this subject later in the meeting.

Secretary's Report

Mary reported that the minutes for our April 12 meeting were approved by the board via email votes. Minutes for the May 11 meeting were sent to the board. On this call, motions were carried and the minutes for May 11, 2016 were approved.

Treasurer's Report

Dave reported that all funds related to the conference from national ASPA had been received. Our chapter's current checking account balance is \$12,962.08; our savings balance is \$101.22, for a total of \$13,063.30 We have pending receipts of \$463.63, which include \$351.63 in our PayPal account balance (net revenue from the conference fund raising), and \$112.00 in Mariner's Ticket Sales. We also have a pending payment of \$250.00 for the ASPA conference Lion Dancers (awaiting invoice).

Dave said that overall, expenses for the conference were \$30,000 less than what ASPA had budgeted. ASPA did well in keeping conference costs down and generating registrations. Revenue over expenses for ASPA was \$295,000. Dave said this was very good, because typically they come in behind.

Steve remarked that it is nice to know that things turned out so well for ASPA and for our chapter. Mary said she wants to give credit to Liz, Steve, Dave, and J. Paul, for their leadership on behalf of our chapter for the conference. Liz added that she wanted to thank Mary for organizing the pre-conference seminar with participation from colleagues from the Hyogo Prefecture.

#### Discussion on One Summer Event for the Chapter

Steve would like for us to host a chapter event in August or after Labor Day. He realizes that most students won't be here, but prefers not to hold off planning an event for young professionals or general interest among chapter members. He suggests that the event be such that the chapter is not responsible for the entire cost.

Mark said that an event at a pub could fit with this goal. Steve agreed, but noted that the trick is to find places where people can hear each other talk. Steve added that he's willing to work on it, but would like someone else to work with him, so that they can get a proposal out to the board for an email vote.

Jen reported that she met with the person who organized the wine tasting (with Steve) for the conference. This person indicated he was willing to put on a wine tasting for board members, plus one. There was some discussion on whether we should inquire if he would provide a wine tasting for about 30 people, to open it up to the chapter.

Steve asked Jen if she would work with him to plan a mixer of some sort. Jen agreed, with the caveat that she will be out of town a lot, having just graduated.

Mark asked what the purpose is for planning a chapter event for the summer. Dave responded that a question frequently asked by chapter members is, "When is our next *chapter* meeting?" Steve's idea is to have dedicated events to bring together the membership. Mark said he understands, but the challenge is to *re-engage* membership. He advises we keep it simple, hence the suggestion for a mixer at a restaurant or pub. Dave remarked that we've had potlucks in parks as mixers. The problem is that we don't really know what the membership wants. Mark added that he suggests we do something on a weekend, but only for a small amount of time, so that families can carry on with their weekend plans. Evenings after a work day become prohibitive for some people.

Steve said that he and Jen would communicate by email to discuss best time, type of venue; a mixer with 2-3 minutes of verbal introduction. His intent is to have the gathering in Seattle, since the only other chapter event we've had recently was in Olympia. Crystal said she thinks that is fine. In going forward, she added that we might want to develop monthly themes with various venues. Liz suggested that we could re-create the mixer in the fall on TESC and UW campuses.

### Board Elections for 2016-2017

Crystal reported that sent a letter to chapter membership on June 2 to solicit nominations for board members. Crystal and other members of the nominating committee, Dave Broom and Michael Jacobson, are in the process of receiving letters of interest, due June 10. The goal is to have the process completed by July, which includes having a slate approved by the board, followed by approval of the chapter membership via email vote.

### August Planning Meeting

Given what Dave and Crystal just reported about the nomination process, Steve decided to hold off on talking about the planning meeting until we have new board members elected.

### Old Business

None

### New Business

None

### Adjourn

There will be no meeting in July. Our next meeting will be sometime in August; date and location to be determined. Historically, the August planning meeting has been held on a Saturday or Sunday, usually as a pot-luck at the home of one of the board members.

Steve adjourned the meeting at 7:35 p.m.

*Minutes respectfully submitted by Mary Van Verst*