

Minutes of the February 23, 2014 WCPCA Board Meeting at the home of Dorothy Soper

- PRESENT: Julia Harvey, President; Gary Cornelius, Secretary; Dorothy Soper; Howard Schuman; James Cloutier; Elke Richers; Jennifer Knowles/Guest – New WCPCA member Bart Briefstein
- 1) A budget for 2014 was unanimously adopted and will be posted on the website. Following were votes, also unanimous, to place the funds from 2013 and 2014 calendar and t-shirt sales into the WCPCA restricted account; and a separate motion for the profits to be kept in the restricted account so all will be used only to fund humanitarian projects. A separate motion, unanimously approved, is for WCPCA to allocate \$635.17 from the restricted account (Beryl Brinkman Memorial Fund) to help fund a project of Eugene PCV Victor Palma Campos in Mozambique. The project is described as “the building of a classroom to improve the facilities at a local after-school program, to help move the program to the next level.”
 - 2) Annual renewals/state non-profit requirements authorized included: membership in National PC Assn., which legitimizes us as an official RPCV organization (\$80); registration with the Secretary of State’s Corporation Division (\$50); registration with the Oregon Dept. of Justice Charitable Division (\$10). Dale Morse, acting treasurer, will do the required 990-R form.
 - 3) There was considerable discussion about NetCorps, the IT consulting firm that has been advising us, and about management of our database. NetCorps charges us \$15/month to host our website. It’s agreed our database will be downloaded to a donated laptop by the end of March so we can end our consulting relationship with NetCorps. \$200 of the original \$700 approved for this consulting remains.

It’s agreed that Jennifer, membership coordinator, will email the member directory PDF file to new members, and will produce a quarterly report on the number of new members, renewals, etc. It’s agreed that members who don’t renew after being invited to do so will be dropped from the database after one year. Currently, there are about 130 members. There is discussion that what Jennifer is doing used to be done by two people, and this could be too much for one person. She will monitor how much time and energy is needed and we will discuss again at a future meeting to see if a change is warranted. The two major tasks of the job are described broadly as data entry versus dealing with people contact.

- 4) Discussion about planning for the upcoming regional meeting on April 12, 2014 we are hosting, to include people from chapters in Portland, Seattle, Boise and Spokane areas.

The Long House at UO, first choice for a venue, is not available. Nor is Lamb Cottage at Skinner Butte Park, we've learned, which was our 2nd choice. James will explore others, including Washington Park. We estimate there may be around 20 people; Julia has received only 1 RSVP so far. Howard agrees to develop an agenda for the day's activities and to facilitate discussion. Topics might include chapter reports, increasing membership, IT issues, fundraising, how to draw in younger members, etc., but final list will be developed by the audience. Howard envisions breaking into small groups for discussion, then reporting back, followed by a Peruvian lunch, prepared by Elke. A total budget of up to \$520 is approved (\$350 for food, \$50 for supplies/equipment, \$120 for facility). A new West Coast rep to the NPCA will be elected by NPCA members from this region. We're hopeful that person will attend the meeting. . . . Some of the tasks to prepare will call for board members to step up soon to help. There was consensus we should also plan for a no-host dinner at a local restaurant, but a place was not identified.

- 5) James sought support for WCPCA members to step up to volunteer for Chef's Night Out in May, "One of our biggest community service projects," which benefits Food for Lane County. Several board members volunteered and there will be a notice in the next newsletter.
- 6) Next meeting: Sunday, April 27, 7 p.m. at Dorothy's. She will take minutes since Gary will be out of town.

Minutes by Gary Cornelius, Board Secretary, 2/26/14