

**Oregon and SW Washington Chapter Meeting**

**May 25, 2016**

**Portland Public Schools**

**501 N Dixon St.**

**Portland, OR**

**MEETING MINUTES**

**Present:** Maryn Boess, Dale Braden, Paul Davis, Heather Ellis, Rick Horton, Marty Jones, Susan Jordan, Georgia Lampros, Darcie Spar, Karen Warr, Monica Weitzel, and Dana Woods. By Phone: Kelly Austin, Melody Ayers.

The meeting was called to order at 12:00 p.m. by Heather Ellis.

**VP/Membership Report – Heather Ellis**

We currently have 37 members. Our mailing list has grown to 150, including 40 to 50 that were added after the conference.

**Treasurer’s Report – Darcie Spar**

Darcie read Arthur Davis’s report.

Bank balance as of 5/24/16: $1,150.78

Less outstanding payments: $841.77

Preliminary Conference Results:

Expected Net Income:

GPA: $2,222

WVDO: $1,481

Attendance: 65, not including presenters and organizers.

Conference Financials (waiting for final lunch invoice).

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Expense** |  |  |  |  |  |  |  |
|  |  |  |  |  | **GPA** | **WDO** |  |
|  | Pens | GPA | 2/16/2016 | 1280 | 50 |  | Swag |
|  | Honoree gift certificate | Arthur Davis | 3/5/2016 | 1281 | 75 |  | Supplies |
|  | Note pad graphic design | Janice Leber | 3/21/2016 | 1283 | 50 |  | Swag |
|  | notepads | Arthur Davis | 3/21/2016 | 1284 | 299 |  | Swag |
|  | A/V volunteer | Irene O'Connor | 5/6/2016 | 1285 | 100 |  | Facilities |
|  | Honorarium, travel & lodging | Susan Howlett | 5/8/2016 | 1286 | 527 |  | Speaker Expense |
|  | Food and Supplies | Jennifer Mangieri | 5/16/2016 | 1287 | 194 |  | 35.98 food - snack packs, 26.95 food - water, 87.25 supplies - thank you gifts |
|  | Event Space | Portland Public Schools | 5/10/2016 | 1288 | 554 |  | Facilities |
|  |  |  |  |  |  |  |  |
|  | Breakfast | Ingallina's |  |  |  | 472.35 | This is final AZ |
|  | Lunch | Portland Catering Company |  |  |  | 1,068.14 | get final from Agnes |
|  | Credit Card Fees |  |  |  |  | $257.00 | 4% of Registration total |
|  |  |  |  |  | **$1,848.73** | **$1,797.49** |  |
|  |  |  |  |  |  |  |  |
| **Total Expense** |  |  |  |  | **$3,646.22** |  |  |
|  |  |  |  |  |  |  |  |
| **Income** |  |  |  |  |  |  |  |
|  |  |  |  |  | **GPA** | **WVDO** |  |
|  | National Grant |  |  |  | $750 |  |  |
|  |  |  |  |  |  |  |  |
|  | Donation | Sue Jetter | 5/6/2016 |  |  | 100 | This is final AZ |
|  | Donation | Jennifer Mangieri | 5/6/2016 |  |  | 75 |  |
|  | Registrations |  |  |  |  | 6425 | This is final AZ |
|  |  |  |  |  | $750.00 | $6,600.00 |  |
|  |  |  |  |  |  |  |  |
| **Total Income** |  |  |  |  | **$7,350.00** |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  | **-$1,098.73** | **$4,802.51** |  |
| **Net Income** |  |  |  |  | **$3,703.78** |  |  |
|  |  |  |  |  |  |  |  |
| GPA |  |  |  |  | $2,222.27 |  |  |
| WVDO |  |  |  |  | $1,481.51 |  |  |
|  |  |  |  |  |  |  |  |
| **WVDO Payment to partner organization** |  |  |  |  | **$3,321.00** |  |  |
| Balance at WVDO |  |  |  |  | $1,481.51 |  |  |

**Mini-Conference Recap**

The mini-conference was held on Friday, May 6. We had 65 attendees, six breakout sessions, and a funder panel. The committee is still waiting for the results of the participant survey. Those in attendance at the meeting shared their experiences, which were positive.

**PROGRAM**

*Making Friends with Funders* – *What Grantmakers want every Grantseeker to Know* –Maryn Boess

**Special Member Recognition**

Rick Horton recognized Susan Jordan for her years of dedication to GPA and to the Portland community. Susan is a founding member of the Chapter, a past Chapter President, and a contributor at the national level, as a committee member and a conference presenter. She is moving to Washington DC to be closer to family, and will be sorely missed!

The meeting adjourned at 1:40.

**Next meeting**: August 24, 11:30 – 1:30, at OMSI.