



**OREGON PARKS ASSOCIATION  
BOARD AND GENERAL MEMBERSHIP MEETING  
NOVEMBER 15, 2005  
AOC ANNUAL CONFERENCE/EUGENE HILTON  
EUGENE, OREGON**

**Meeting Called To Order By President Maureen Crawford (Crook County):**

**Board Members Present:** Christine Johnson (Lane County); Larry Robison (Coos County); Chris Wayland, (Washington County); Randy Hutton (Jackson County); Todd Winter (Lane County); **Members Present:** C. Wayne Rawlins (OPRD); Bob Nairns (Morrow County); Burke O'Brien (Morrow County); and Sandi Putman (Morrow County)

**Guest Present:** Larry Christianson, ODOT

**1. Announcements/Introductions:** Crawford called the meeting to order at 10:15 a.m. There were no announcements and introductions were made.

**2. Approval of Minutes:** Crawford asked for approval of the minutes from the September 21<sup>st</sup> meeting, and if there were no objections she would entertain a motion.

**Motion:** Wayland moved that the minutes from the September 21, 2005 meeting be approved as submitted. Winter seconded the motion, and the vote was unanimous in favor.

**3. Treasurer's Report:** Johnson distributed a copy of the Treasurer's Report as well as the Expense and Revenue Report from this year's annual conference. Both were then read into the record.

**Motion:** Crawford moved that the Treasurer's Report be approved as presented, Hutton seconded the motion, and the vote was unanimous in favor.

**4. Committee Reports**

**Legislative** – Hutton: Hutton said he was working with OPRD to look at the grant process and making possible adjustments. The first meeting was last week and they will be meeting again in January on the 25<sup>th</sup> in the Eugene/Springfield area, to find ways to improve the State's grant programs. Rawlins added that whether it's regarding the dollar amounts you can receive, the process you have to go through or whatever, they will be looking at it.

Wayland stated that he spoke with Frank Jagodnik and ORPA is going to take up the issue of non-motorized boats with the legislature again. Rawlins said that he knew of no fund source for non-motorized boats available that can contribute to their recreation. Currently nothing that can be done grant-wise to help those folks with up stream primitive put-in and take-out sites. It would be helpful if they just understood there would be a direct benefit from their non-motorized boats registrations fees. Discussion followed as to whether or not the fees the river guides pay to the OSMB eventually get funneled down into facilities.

Winter volunteered to hold the next legislative committee meeting in Eugene and Hutton will e-mail everyone with the details once they are worked out.

**Membership Committee** – Carroll: As Carroll was not present, Crawford commented that she spoke with a Kevin Canaday from Jefferson County who had expressed an interest in joining OPA. Crawford mailed him a membership packet.

**Marketing & Networking** – Johnson: At the last meeting one of the questions brought up was what key words were used for our website to get users to find our site quickly. Johnson spoke with Chris Ashburn, our web designer, and found out that this had not been done. Johnson will set a time to work with her to set some key words for our site.

Also brought up at the last meeting, was the question of whether or not OPA owned the tree design used on our new website. There was also interest expressed in changing our current logo to the tree design. After Johnson spoke with Ms. Ashburn, it was revealed that the tree design was clip art that she purchased off the web and therefore we don't own it. However, we can purchase certain design packages from Ms. Ashburn, using this design, for use on letterhead, T-shirts, etc. but we would never own exclusive use of it. However, Ms. Ashburn would agree not to use it for any of her other customers. So the question is, "Do we want to change our logo?" Robison suggested polling the membership first.

**Motion:** Crawford moved that the Board send an e-mail to the membership asking their opinion on whether or not to change the logo from the beaver to the tree design. Wayland seconded the motion and Hutton added an addendum – that if there were no serious objections to changing the logo, then we would go ahead with the change and have Chris Ashburn do the full design package. The vote was unanimous in favor of the motion and addendum.

Johnson had two more items to mention regarding the website just by way of information – the domain name (\$7.95) and hosting account (\$94.50) fees will come due in a few months, and then again every year after that. The legislative pages of the website need to be updated, so please think about any changes/up-dates needed during the next Legislative Committee meeting.

**Nominations Committee** – Hutton: Crawford stated that at the last meeting it was decided to present Jeff Powers with a plaque in recognition of his years of service to OPA. Jeff had intended to attend the meeting today but at the last minute could not make it. Winter suggested either inviting him to another OPA Board meeting or contacting someone on his park advisory board or city council to determine a time when Crawford and possibly Winter could attend and present the award to Jeff.

**Conference Committee** – Chambers: As Chambers was not present Crawford stated that the last time she talked to Jim, he was going to look into the possibility of having the next conference at Salishan Lodge rather than Chinook Winds. Hutton added that he had a friend that has booked quite a few conferences at Salishan and may be of some help to us. Crawford will contact Chambers and let him know that Salishan is the direction the Board would like to take regarding the next conference venue.

## **5. Old Business:**

**Gary Ward Scholarship Sub-Committee** – Crawford: Crawford said that the Sub-Committee met and was able to develop a rough draft of the application form and scoring criteria. The deadline for submitting an application is August 15<sup>th</sup> of each year, with the scholarship recipient(s) being announced at the OPA Conference held in the fall. On the application are listed several examples of the types of classes for which you could apply for but also a spot where you can list your own choice. Another sub-committee will need to be formed to evaluate the applications and select recipients. They would only need to meet once, between August 15<sup>th</sup> and the conference. Hutton suggested that we remove the year off the application and make it more generic so that we don't have to update the form each year. Discussion followed regarding the operating budget question. It was decided to revise it to say, "What percentage of your operating budget is dedicated to training and education?" And another question was added, "Have you previously received this scholarship?"

**Motion:** Wayland moved that this Board accept the draft scholarship application form as amended. Crawford seconded the motion and to vote was unanimous in favor.

Robison reminded the Board that if we want to have the Grants & Scholarship Sub-Committee fall under the Nominations Committee, we would need to amend the Bi-Laws to reflect that. The current OPA President and Chair of the Nominations Committee would select the people serving on this sub-committee. An e-mail can be mailed to the membership asking them to vote on this amendment.

*(Tape stopped recording at this point.)*

**Time Deposits** – Johnson: In order to have a better idea of what to do research on with regards to possibly moving our Time Deposits to a different type of investment plan, Johnson asked the Board for clarification on what these investments are for. Do

we have any plans or goals for this money in the future? Is there some program or project we would like to support?

**6. New Business:**

Campground Guide Sub-Committee – Crawford – Johnson – Preston-Mills: Johnson and Crawford will get in touch the first week after the New Year to set a meeting time to begin work on editing and re-printing the OPA's Guide to Oregon Counties.

2006 Conference Location – This item was already discussed.

OSMB – Jeff Smith: Mr. Smith was not present.

OPRD – Wayne Rawlins: Rawlins said that in the current round of the Opportunity Grant cycle, they received \$600,000 in grant requests, with only \$420,000 available to fund grants. Results will be available soon as to which grant applicants will receive funds. Rawlins also said that there is talk of eliminating the Land & Water Grant Program all together.

Larry Christiansen – ODOT: Mr. Christiansen with ODOT had requested ten minutes of the Boards time to talk about some upcoming training entitled, "Understanding Bridge Inspection Reports". The main purpose of the training is to provide local agencies with bridge inventories the skills to properly interpret Bridge Inspection Reports generated by ODOT. The training will be held in Eugene, March 28 and 29, 2006. For further information you can contact Mr. Christiansen at 503-986-6569.

**7. Good of the Order:**

Hutton felt that we should try and get the County's in the eastern part of the State more involved with OPA. Bob Nairns explained that they were trying to get more involved, but after Karen Wolff changed jobs, they got tied up in other projects. He also said that it can be real hard to try and fit such a lengthy trip into their schedules. Nairns suggested teleconferencing a meeting to cut down on travel time. Discussion followed regarding the possibility of trying to set up a teleconference meeting for the May Board meeting. Winter stated that Lane County Public Works had teleconferencing facilities. Hutton will check into the possibility of switching the meeting he had planned for May with the one Lane County had planned for July and Crawford will start working on the details to see if we can make this work.

**8. Next Meeting:**

Clatsop County, Astoria, OR from 10:00 a.m. to 12:00 p.m., on January 20, 2006.

**9. Adjourn:** Meeting was adjourned at approximately 11:50 a.m.

Respectfully submitted by:  
Christine A. Johnson, Secretary/Treasurer