



The Best of Oregon

Senior Citizens Advisory Committee

SCAC's Vision: To advocate for the physical, social and economic well-being of those in the Beaverton community who identify themselves as Senior Citizens.

SCAC's Mission: To provide information to help senior citizens make informed choices regarding their needs; to identify facilities and services where those needs may be met; to provide feedback to elected officials as to how the City of Beaverton can help meet those needs; and by acting as an information source for the citizenry of our community to help them understand those needs.

Meeting Date: April 12, 2011 2:30 - 4 p.m.

Location: First Floor Conference Room - City Hall

Role Assignments

Date:	April 12, 2011
Facilitator	Cathy
Timekeeper	Helen
Gatekeeper	Gloria
Scribe	Judith

Agenda

Time		Topic	Owner	Outcome (What you want to achieve)
2:30	2:35	Welcome	Cathy Leong	Getting present – revisions to agenda as appropriate
2:35	2:40	Approval of Minutes	Helen Robinson	Minutes approved

2:40	3:00	Financial Wellness Forum Update	Helen Robinson and Bill Johnson	<ul style="list-style-type: none"> ▪ Review of Forum ▪ What went well ▪ Challenges ▪ Takeaways for next event
3:00	3:20	Guidelines for Communication for Meetings <ul style="list-style-type: none"> ▪ Review preferences ▪ Discuss options ▪ Decide on guidelines 	Jim Brooks	<ul style="list-style-type: none"> ▪ Finalize working agreements for meetings
3:20	3:35	Beaverton Community Vision Opportunities	Cathy Leong	<ul style="list-style-type: none"> ▪ Review opportunities ▪ Finalize commitments
3:35	3:45	Cathy Stanton – Council & City Updates	Cathy Stanton	<ul style="list-style-type: none"> ▪ Information
3:45	3:55	Election of Chair	Cathy Leong	<ul style="list-style-type: none"> ▪ 2 minutes for candidates ▪ Elect new Chair
3:55	4:00	Review Action items	Judith	<ul style="list-style-type: none"> ▪ Review
4:00		Adjourn	New Chair	<ul style="list-style-type: none"> ▪ Go forth and do good things!

Open “Action Required” (AR) Issues

Issue			
Subject	Action	Owner	Due Date
Bamboo Book	Read book and be prepared to talk about it by April meeting	All committee members	By May or June meeting

Completed “Action Required” Issues (ARs)”

Issue			
Subject	Action	Owner	Due Date
Forum	Jim to call Library to see if we can set up Friday Afternoon. If so he'll call committee for help.	Jim	Done
Forum	If we can't set up Friday afternoon set up Saturday 9:00	Group	Done
Forum	Emcee and introduce speakers	Cathy S.	Done
Exercise instructor for Forum	Laurel to check with Ann to see if there's somebody who can lead exercises at Forum	Laurel	Done
Forum Speaker Gift	Prepare thank you gift for speaker	Cathy S.	Done
Committee Guidelines	Compile guidelines as brainstormed at 3/8 meeting	Jim	Done
Committee Guidelines	Review guidelines and determine which are most important to you	All committee Members	Done
Committee leadership	Let Jim know if you're interested in being chair of committee	All committee members	Done
SCAC presentation to Council	Create agenda bill	Jim	Done

Parking Lot Items for Later Follow-up

Priority (High, medium, low)	Item	Owner

Next Meeting Date: Tuesday, May 10, 2011
Location: First Floor Conference Room, City Hall

Role Assignments

Date:	May 10, 2011
Facilitator	?
Timekeeper	?
Gatekeeper	?
Scribe	?