

DATE: December 12, 2017

TIME: 2:30

LOCATION: 5th Floor Columbia River Room

Welcome and Introductions

- Meeting called to order at 2:32 by Committee Secretary Shannon Wiseman
- BCOA Members in Attendance:
 - Shannon Wiseman, Louis Weisberg, Hilary Greenebaum, Jo Anne Baumann, Jim Brooks, Jeff Menzel
- BCOA Members Absent:
 - Sky Johnson, Mark Fagin, Bev Sali, Suzanne VanSlyke, Pam Rinehart

Guests

- Christina Lima - Home Matters Care Giving looking for places to get involved. Matthew here to learn about our committee. Rhonda is wanting to be active with the group.

Approval of Previous Minutes

- November minutes were approved

Care Giver Event Overview

- Review Subcommittees and Roles – The google drive has been set up. The group reviewed the files on the drive. The group decided that members could add vendor suggestions to individual rooms but that the owner of the room would contact the vendors. This will insure that multiple members are not contacting individual vendors.
- Suggestions to limit the vendors from each category to 2 or 3.
- Next Meeting - Goal is to have a list of our vendors ready to finalize. Hillary is looking for a financial advisor for the event.
- Assign new members to event rooms after they have been formally installed on the committee.

Speaker

- N/A

Beaverton City Staff Liaison Report

- Meeting will be arranged for new member orientation. Elections will be held for officers in February. BCOA member Bill McCulloch has resigned his position with the committee. The group needs to begin submitting event information for the Public Involvement and Communication work order so the flyers and media outreach can be developed.

Beaverton City Council Liaison Report

- N/A

Announcements

- N/A

Adjournment

- Meeting adjourned at 4:05pm

