

BCOA Minutes
2:30, April 10th 2018
Location: 5th Floor Columbia Room

Welcome and Introductions: Sky Johnson called the meeting to order at 2:30pm

BCOA members in attendance: Pam Rinehart, Sky Johnson, Suzanne Vanslyke, Hilary Greenbaum, Jan Asher, Jo Anne Baumann, Shannon Wiseman, Louis Weisberg, Beverly Sali, Kimberly Allchurch Flick, Patty Bennett, Carley Adams (Staff Liaison)

No BCOA members absent

Guests: Whitney Ziegler (Big Rocks Organizing) Dick Nichols (Keller Williams) Elaine Hartman (Community Member) Ryan Deckert Chair of the County candidate.

Approval of minutes from March: Approved with minor changes

Election of Officers: Hilary Greenebaum will be assuming the recorder position. Sky Johnson will continue as Chair and Pam Rinehart will continue as Vice Chair.

Committee Budget Overview: The committee reviewed the remaining budget for the year. The committee's budget will reset in July. Discussion on potentially buying a banner or a pop up, retractable banner, promotional items, bags, pens etc. Perhaps ordering T-shirts or polo shirts for events. Carley will look up the potential products and get prices.

Care-Giver Event Recap:

Hilary reported positive comments from attendees. Jo Anne brought up attendees objections to A Place for Mom being in the senior resources on the Beaverton City Website. The committee looked at the city website, Carley will look into that listing. The event was well planned. Better signage for the doors was suggested for next event. Jan suggested a form or survey go out to the vendors. Lou's observations were that we had a lot of work from the committee on the organizing of the event. The process for the marketing of the event could be refined.

Future event protocol discussion: Possible sub-committee to take on some duties such as focusing on the vendors or marketing. Bev suggested a possible event planner template with a timeline for tasks and assignment of specific roles.

Carley will be getting receipts out to those businesses who donated to the event. Sky will be sending personalized thank you notes to all of the vendors, signed as "from the BCOA."

Possible events in the future: Mental health forum will be postponed due to contractual issues. ember 3rd may be a possible date for the event.

Sky will look at dates in November. Carley will look at the date and see what conflicting possible events may be on that date.

The next meeting we will shore up the date and speakers. Saturday October 20th may be a separate option for a 1-2 hour event.

Carley Adams - Staff Liaison report. City was named as a finalist for the All-American City Award. One of 20 finalists in the nation. Beaverton Food for Fines will be happening in April,