

**DATE:** May 8, 2018

**TIME:** 2:30pm

**LOCATION:** Columbia River Room

### Welcome and Introductions

- Meeting called to order at 2:33 pm by Skylar Johnson
- BCOA Members in Attendance:
  - Patty Bennett, Suzanne VanSlyke, Hilary Greenebaum, Janice Asher, Louis Weisberg, Pam Rinehart, Kimberly Allchurch Flick,
  - BCOA Members Absent: Jo Anne Baumann, Beverly Sali, Shannon Wiseman, Carley Adams (city staff liaison)

### Visitor Comment Period

- Rhonda Kay Leonard and Elaine Hartman are pleased to be here and want to attend more often

### Approval of Previous Minutes

- Minutes were approved with minor spelling changes

**Mental Health Event Update:** Kim Jackson from Washington County will attend next month's meeting and give an overview of the event/speakers etc.

- Date: November 3, 2018
- Time: 10:00 – 1:00 PM (tentative)
- Location: the group will discuss possibility of using the Beaverton Library Auditorium. Other ideas: a Beaverton school; Manzanita room at Elsie Stuhr; various THPRD facilities (e.g. the Nature Center); St Mathews; and Southminister.
  - *ACTION: Sky will reach out to various venues. Top five largest locations with prices and access to kitchen.*
- Tone: Discuss at next meeting with Kim Jackson
- Leads: The group will market the event after next month's meeting
- Marketing Plan: Carly Adams will help us facilitate the City of Beaverton web-based portal/marketing program for the event organization.
  - *ACTION: We will have the outline of the event next month to begin planning for marketing. City Liaison Carly Adams and Holly Thompson, Beaverton Public Involvement and Community Mgr. to assist.*
  - *ACTION: Use time management event planning tool. Sky will share templates next meeting.*

**Promotional Material Discussion.** We have \$384 to purchase promotional items before July 1, 2018.

- **ACTIONS:**
- *Jan Asher will work with Big Frog and Carly Adams to organize. Use Beaverton city blue, logo and fonts. Jan will also reach out to Fast Signs (Teresa Davis) for banner prices.*
- *Lani Parr will get us a special, BCOA logo fitted tablecloth.*
- *Hilary Greenebaum will ask Bill Sullivan at Encore Promotions about prices for reusable bags and flashlights.*

**Resource Guide Commitment:** BRG is starting to charge \$150 per article. Discussion about feasibility of continuing. Instead, we can utilize the City of Beaverton submitting articles for events for us.

*ACTION: Jan just sent an article and Lou is a backup for a last free article.*

**BCOA March Event:** Group discussion about vendor surveys using Survey Monkey to follow up future events with a large group of vendors. City will assist with template.

## Beaverton City Staff Liaison Report

### Lani Parr: City Council update

- May 19: Beaverton Farmers Market Public Works Week – meet amazing interesting individuals who make our city work
- May 22: What's on Tap with Mayor Doyle, 6:30 – 8:30 PM. Snacks! No host bar! Chat with neighborhood leaders, FREE! Children's activities! Adjacent to the food carts.
- Good News about our drinking water! Exceeds state and federal standards. Call (503) 526-2208 for more information or copy of the 2018 report.
- Beaverton awarded a \$400,000 grant from the EPA to get the Beaverton Community Center site cleaned up before construction of the new public safety center. Construction is planned for completion the summer of 2020.
- New Mayor's Office Director is Abigail Elder, former Director of the Beaverton Library. She will lead Mayor's office programs including city recorder, arts, dispute resolution, facilities management, public communication, solid waste and recycling and sustainability.
- Beaverton's Budget: During the month of May city council will discuss and evaluate the proposed budget for 2018-2019. All are welcome. See the Beaverton city's website for more information and a copy of the budget.

## Announcements

1. New Medicare cards are being mailed out now. Oregon is one of the first states to receive the new cards, which do not have social security numbers on them.
2. May 30 National Senior Health and Fitness Day at Summerlake Park, 10:00 AM. Various walks for varying levels of fitness. Healthy snacks!

## Adjournment

- Meeting adjourned at 3:59 PM