



**American
Red Cross**

Oregon Trail Chapter

Board of Directors Meeting
September 16, 2008

PRESENT: Rick Aizawa, Pam Belli, Margaret Brooks, Lois Davis, Algie Gatewood, Chris Jensen, Tom Kennedy, Joe McArthur, John Prescott, Jeff Thede, Dick Vardanega, and John Wagner

ABSENT: Brad Arntson, Pat Brown, Julie Grandstaff, Gary Oxley, Chris Rasmussen, Tripp Robinson, Andrew Saxton, Martha Schrader

STAFF: Thomas Bruner, Maree Wacker, Denise Harter, Lise Harwin, Stephanie Morgan, Ronda Kennedy Clegg, and Antoinette Edwards

GUEST: Volunteer Margaret Sanner via telephone

ACTION ITEMS:

1. *Minutes of May 27, 2008*

1. Call to Order

Jeff Thede called the meeting to order at 4:05 p.m.

Jeff Thede introduced Rick Aizawa as a new member of OTC's Board of Directors and provided information about Rick's background, professional associations and credentials. Jeff said Rick was nominated by Board member John Wagner and the Executive Committee voted to appoint Rick to the Board at its August 19, 2008 meeting. Jeff said both he and Thomas have met with Rick and believe he will be a valuable addition to OTC's Board. Board members welcomed Rick to the Board.

2. Special Presentation & Discussion:

Board Members as Ambassadors – Carrying the Red Cross Message

Lisa Harwin talked to the Board about how they can communicate with others about the Red Cross in Oregon. She presented several key messages that all staff and Board members should know in order to carry the Red Cross message. She said these key points are both Oregon specific and in line with the National Red Cross key messages. Lise explained that telling our personal stories in connection to the Red Cross are what really give impact to our messages.

Stephanie Morgan told her story of performing CPR at a traffic accident recently and volunteer Margaret Sanner connected to the meeting via telephone from the hurricane disaster operations center in Texas to share her stories of the disaster operation.

Thomas said there are three concrete things that Board members can do to carry the Red Cross message; note your affiliation with the Red Cross in your professional bio or resumes, list your affiliation with the Red Cross in your bio on your company's website, and when someone asks you about the Red Cross make sure to communicate your Red Cross story in relationship to our key messages.

Rick Aizawa suggested that it would be helpful if we could make a wallet-sized card with the short version of these key messages on it that Board members could keep with them to use as needed. Jeff Thede agreed. Lise said this is a good idea and she agreed to develop these cards.

3. Minutes

Margaret Brooks presented the minutes of the May 27, 2008 Board meeting and asked if the Board had any amendments to the minutes. No amendments were offered.

MOTION: Pam Belli made a motion to approve the minutes of the May 27, 2008 meeting and Tom Kennedy seconded the motion. The motion carried unanimously.

4. Committee Reports

Jeff Thede talked to the Board about changing the committee reporting process at Board meetings. He asked that committee reports be focused on the one or two key concerns that each committee wants the full Board to weigh in on, or discuss. He said the minutes of each committee meeting, which will be posted on OTC's website, would then stand as the primary form of communicating the balance of the activities or progress of each committee's work.

Executive

Jeff Thede spoke about Board engagement. He outlined a plan to have every Board member participate in at least one event or activity each year that is related to the service delivery aspects of OTC's work. Jeff said Brad Arntson has agreed to lead this effort to engage the Board in OTC's programs.

Jeff said these Board engagement activities could include participating in a transportation program ride-along, responding to local disasters with the Disaster Action Team (DAT), attending a Red Cross volunteer youth council meeting or event at a local high school, processing product sales orders in OTC's warehouse or participating in a health and safety training class. Dick Vardanega talked about his experiences serving on a DAT team. Board members indicated their preferences for ways they want to participate and Ronda agreed to get that information to Brad.

- *Governance & Nominating*
Lois Davis spoke to the Board about some of the opportunities OTC has for making additional appointments to the Board. She asked everyone to consider their own circle of friends and associates, think about who might be able to make connections for us with some of the people OTC is seeking to add to the Board, and to forward that information to her or Thomas.
- *Financial Development*
Tom Kennedy talked about the Heritage Society and planned giving, the National Disaster Fund Relief effort, status of the Charitable Check-off Campaign and the Clara Barton Society (CBS) Challenge. He reviewed the Financial Development Committee's approach to achieving the goals of the CBS challenge and reiterated the need to have 100% Board participation in order to receive any of the matching funds from the Maybelle Clark McDonald Foundation.
- *Finance Committee:*
Pam Belli reviewed the key aspects of the year-end report for fiscal year 2008 and the month-end financial reports for June and July of fiscal year 2009.
- *Audit Committee:*
John Prescott discussed the results of the chapter's annual financial audit report for the year ended June 30, 2008. He said overall the audit went well and the auditors had no significant findings. He said the auditors did report some minor findings related to multiple inventory locations and the system for tracking fixed assets.

5. Clara Barton Society Challenge Call-A-Thon

Tom Kennedy and Niani Dunner provided an overview of the CBS Challenge Call-A-Thon. The Board members were each presented with a list of donors and talking points to use for calling those donors to invite them to participate in the Clara Barton Society by donating \$1000 or more. Board members then spent the next hour and a half making donor calls. At the end of the calling session, the Board members reported several successful donations were received and there were some donors who asked that they be contacted in a follow-up call.

There being no further business, Jeff Thede adjourned the meeting at 7:00 p.m.

Ronda Kennedy Clegg
Recorder for Margaret Brooks, Secretary

Adopted November 18, 2008

Margaret Brooks, Secretary

Date