

**Cascadia RVW Board Meeting**  
**January 15, 2011**

**Board Members Present:** President: Cheryl Edman, President-elect: Diane Milnor, Registrar: Elaine Ploegstra, Treasurer: Suzanne Larson, Activities Coordinator: Lana Weed, Secretary: Laurie Alexander, Past President-Board Advisor: Mary Schoenfeldt

Cascadia Members present: Christine Taylor and Barbara Hatred

**Call to Order:** The meeting was called to order by President Cheryl Edman at 11:25 a.m. at Diane Milnor's home in Renton, WA.

**President's Welcome:** Cheryl thanked the board for stepping up and taking these positions. She promised to support each one. We are expecting a great year.

**Agenda:** Cheryl had one addition to the agenda, a discussion of "No Shows" under Old Business. After confirming that there were no additional modifications, the agenda was approved.

**Minutes:** The February 10, 2010 Board Meeting minutes were reviewed and were amended to correct the spelling of Meg van Zyl's name. The October 16, 2010 General Meeting minutes were also made available for review and will be brought for approval at the next General Meeting in April of 2011.

**Correspondence:** Cheryl wished to make note of some recent Cascadia correspondence:

- We received an apology from Meg van Zyl about the lack of recognition for Cascadia's financial contribution to the national convention. Our contribution will be mentioned in the next RVW magazine.
- Cheryl sent a letter to those members that we haven't seen for some time expressing appreciation for their membership and encouraging them to attend an event in 2011. Response to this was positive.
- Nancy Shoop, 2011 RVW President sent an email to Chapter Leaders requesting their participation in Chapter Advisory Council meetings. Meetings are held the 2<sup>nd</sup> Wednesday of each month on Voxwire. Either Cheryl or Diane will be attending these meetings.

**Special Recognition:** Cheryl wished to recognize other Cascadia Members who play key roles in the Chapter – Lori Youngs as the Commander of Clothing, Jan Secor as Scribe, Barb Hatred as Sunshine Focal and Joan Tucker for running our blog. Barb gave a short report on contacts made and cards sent out this year.

**Treasurer's Report:** Suzanne submitted a copy of the Cascadia Chapter Financial Statement for the record. Her report as of December 31, 2010: Cascadia's bank balance was \$4,236.95. Dues for this year are just starting to come in. Lana and Suzanne are in the process of checking Cascadia's membership list against the national one. One other note, Cascadia recently opened a savings account. We will now be keeping \$1,000 in our checking account with the rest in savings. Online transfers can be done when needed.

**Registrar's Report:** Contact has been made by phone or email to all sites for this year. We have heard back from the locations for our earlier events. Rainbow's End and The Cedars RV Park are almost ready to go. The deposit has been sent to Cultus Lake. There was discussion on items left to finalize with the other parks.

As a note, a Certificate of Insurance is available through National RVW if ever requested by a park.

There was some discussion about having an event with the Oregon Chapter. We decided to invite them to our Toutle River event.

There was discussion about the National RVW event in Toppenish organized by Becky Becky the weekend of June 3<sup>rd</sup>. Diane volunteered to put a note about it on Cascadia's web site.

**President Elect's Report:** Diane plans several park visits to determine suitability for our 2012 season. Plans for 2012 include a March event at sea level, an April event north, a June event in Canada, an August event at the ocean and an October event east of the mountains. She's hoping to find a State Park for one of the events that will work for our group. Diane also introduced the idea of some unorganized-organized events. These would be in addition to our regular events, and would be informal gatherings. Possible locations for these informal gatherings were Vancouver Island, and Spokane.

**Event Chair's Report:** Lana distributed a tentative Event Schedule for the year. Some of the year's events already have captains, and activities are being finalized. The schedules were discussed and chapter provided pizza was approved for the April Event. The General Meeting will be held that weekend at 1:00 pm on Saturday April 30. Lana also passed out a list of ideas/suggestions for 2011.

**Break:** At 12:50 pm there was a 34 minute break. The Board Meeting resumed at 1:24 pm.

**Event Chair's Report (continued):** The meeting resumed with discussion of several of Lana's new ideas. One suggestion was to provide Event Captains with a list of attendees. This could be provided to the "Hi There Girls" so they would know when and if everyone had arrived at the event. Also discussed was the responsibility of every Chapter member to make guests feel welcome.

**President's Report:** Cheryl will be gone for the July and August events. Diane has agreed to be the go-to person for these events.

The Activity Report has gone to National. Lana has a hard-copy of this report.

**Report by Christine – former Event Chair, current Web Editor (non- board position):** Cheryl expressed gratitude to Christine for her past service. Christine mentioned she has a number of event items she needs to pass on to Lana. Elaine told Christine that the March event stuff was ready for posting on the web. Since the March event requires a deposit this needs to be done fairly quickly.

#### **Old Business:**

**Dues:** There was discussion of our current Chapter Membership Dues of \$5, and alternatives to it. In response Cheryl read the Cascadia bylaws which clearly state that membership in Cascadia requires the payment of dues. We cannot change this unless it is a bylaw year. So, we will continue to request that members pay their \$5 dues by February 28<sup>th</sup> as stated in the Chapter Rules. However, there was agreement not to charge guests visiting from other chapters.

**No Shows:** The board discussed the motion passed at the October 2010 General Meeting –

*(From October General Meeting Minutes)*

*“Maintain the status quo (existing general processes) but create a policy and rule (if necessary) with the intention that campers will be considered a ‘no show’ and will forfeit an amount equal to one night's fee if the camper has not showed up by Saturday morning of an event without having notified the Registrar of their intention to not show up. The club may disseminate that collected fee as the Registrar sees fit.”*

Cheryl pointed out that the Board has the authority to create a new rule. Subsequent discussion centered on who needed to be notified and what should be done with the funds collected.

The following motion was made by Lana Weed, seconded by Diane Milnor and passed by acclamation:

*“Create Rule number 7 based on the motion made at the General Meeting with the slight modification that the park (not the registrar) should be notified.”*

Wording from the new rule will be included in the online event registration.

### **New Business:**

**Web Maintenance:** Christine Taylor proposed that Cascadia pay for a license for our web authoring software. Our Web Site is created using Dreamweaver by Adobe, and although Diane had a personal copy, Christine does not. Christine felt there was value in paying for a Chapter license. Cost for the software is \$399. Currently Christine is using a 30 day free trial.

The following motion was made by Diane Milnor, seconded by Elaine Ploegstra and passed by acclamation:

*“Cascadia should purchase a copy of Dreamweaver for maintenance of the web site.”*

No photo editing or additional software is needed at this time.

**Newsletter by Email:** Diane had a suggestion to start sending email newsletters out to members. This “push” communication works better for some people than a “pull” communication. Laurie was concerned that sending a newsletter like this might lead people to become dependant on the newsletter instead of the web site. Various options were discussed. In the end there was agreement that instead of a newsletter, we would send emails out about specific or special events.

**Future Planning – Member Survey:** The question was raised about doing a member survey using Survey Monkey. However, Lana pointed out that we have yet to exhaust all of the ideas generated by our activity based survey in 2007. There was agreement to push the Survey Monkey idea to 2012 and solicit members for a specific group to work on this project.

**Expenditure of Funds for Events:** Right now, based on a motion from last year, the budget for each event is \$100. Any expenditures over and above \$100 need to be brought before the board for approval. There was a discussion on the dollar amount, and whether it was sufficient. Agreement was reached to leave the dollar amount, but with the understanding that more funds could be made available if the captains of the event submit a budget with their request for additional funds. This request and approval could be done over email. The Board will also earmark additional funds for some special events and activities.

**Closing Comments:** Cheryl expressed again her appreciation for everyone’s involvement and participation in the meeting.

**Adjournment:** The meeting was adjourned at 3:00 pm.

Respectfully submitted,

*Laurie Alexander*

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