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**AGA, Portland Chapter  
Minutes  
Board Meeting  
January 11, 2011**

**Attendees:**

Jennifer Scott, Rosa Nguyen, Dan Hays, Harriet Tsen, Scott Baird

The Board discussed the following items:

1. **Board Meetings:** We will have our next Board meeting XXXXXXXX from 11:30 to 12:30 PM. Place TBD.
2. **Spring Conference 2011:** Thursday March 10 at Double Tree Hotel. **SPEAKERS:** One speaker canceled last week. Jenny invited Ted Wheeler, State Treasurer and is waiting to hear back. Mercy Corps International wasn't able to speak, but the Executive Director of Mercy Corps Northwest is going to speak. Mercy Corps NW is an agency that gives loans to low income people locally in order to help them start businesses and get out of poverty. Jenny reported that Sandy hasn't responded to her invite to be the panel moderator. Everyone agreed that Sandy would do a great job. Scott and Harriet are going to talk with him about it, but Dan gave some other names of people who could moderate if Sandy was not able to. **REGISTRATION:** Harriet is going to create a spreadsheet of attendees for the conference. Brenda is going to pick up the AGA mail from the PO box, which is where people will send their registration forms. She will pass the mailing off to Harriet, who will enter registration information for attendees into a Google document spreadsheet, record the check number, and then give the checks to Scott. Scott will deposit the checks into the AGA account. Scott is going to look into if we can use Pay Pal to accept credit card payments. Rosa is going to look into setting up the training in the BPA training system. Once this is done, the training will be assigned a number.
3. **Audio Conference:** Nothing to report.
4. **Membership:** Nothing to report.
5. **AGA National:** Jennifer I. successfully submitted the Q2 chapter points to AGA National.
6. **Budget:** Jennifer I. received the draft Treasury Report from Scott. He needs to update it with December numbers and then it will be final.
7. **Communications:** Jennifer I. gave Suzanne information to post on the web site over the holidays. These updates include: Presidents Message, list of CPE's for 2011 and past historian reports. Jenn is also working on a list of meeting dates and locations for the web.
8. **Upcoming Events:** Leadership conference is May 12-13, 2011