**AIChE Columbia Pacific Board Meeting**

**March 5, 2015, 6pm, Beaverton Red Robin**

**Attendees: Jane Campbell, Mat Cusma, Doug Sponseller, Audrey Oldenkamp, Ryan Olson, Joseph Chen**

**Action Items (from Agenda below):**

[ ]  Audrey to email mailing list with flier and send flier to Joseph

[ ]  Audrey to send headcount to Mat on March 13th

[ ]  Mat and Audrey to get receipt for McMennamins appetizers to Doug

[ ]  Doug to pass along contact info to Mat for IPS tour

[ ]  Doug to get preference from Nabisco for April or May tour

[ ]  Ryan to schedule and plan tour to Shimadzu in Canby for April or May after Doug knows about Nabisco

**Agenda:**

Review Action Items from last meeting:

[x]  Jane to email Monica (Nationals) with officer changes

[ ]  Jane will forward March flier to SWE contacts

[x]  Jane will contact Ed Diehl about tour at ATI Cast Parts when date is set-not available

[x]  Kendra to request website access for Chris and Audrey

[x]  Kendra will email Monica to inform of changes

[x]  Kendra to audit chapter finances provided by Doug

[x]  Audrey will set up google calendar on gmail address and create monthly meeting event

[x]  Audrey will execute Feb. mixer

[ ]  Audrey will get preferred date from OSU professors

[x]  Chris to update website

[x]  Doug will arrange motor shop tour and pick a restaurant

[x]  Ryan to send several announcements to Jane to post to Linked in

[x]  All: Look for emails from Nationals about monthly conference calls

* March Event planning-Integrated Power Services Tour on March 18th, 6pm, McMennamins after
	+ Audrey to email mailing list with flier (bring a friend) and send it to Joseph to pass along at Intel
	+ Appetizers will be provided (~$5/member)
	+ Save receipt from McMennamins for Doug (free meal for tour guide)
	+ Doug to pass on contact info to Mat
	+ Audrey to send head count to Mat before event
* April/May Event-no tour site
	+ Ed Diehl can still give a talk
	+ Board decided to cancel event and do a Portland event instead
	+ Doug: April or May for Nabisco
	+ Ryan: Shimadzu in Canby for month we aren’t doing Nabisco
* Future Plans:
	+ April Board Meeting: April 9th (2nd Thurs)-Beaverton Red Robin
		- Audrey to update google calendar
	+ April Tour: shoot for week of April 20th (whatever works for them though)
	+ May Board Meeting: May 7th (1st Thurs)-Beaverton Red Robin
		- Determine path forward and who will handle tasks
	+ May Tour: Shoot for 3rd Wednesday

Brainstorming Ideas:

* Get involved in cleanups in the area (possibility)
	+ Friends of Trees-tree planting
* Contact school Linkedin pages to post about our group and contacts for finding jobs
* Outreach at schools etc
* Host a webinar night