**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:

Jane to email Monica (Nationals) with officer changes

Jane will forward March flier to SWE contacts

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

Kendra to request website access for Chris and Audrey

Kendra will email Monica to inform of changes

Kendra to audit chapter finances provided by Doug

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

Audrey will execute Feb. mixer

Audrey will get preferred date from OSU professors

Chris to update website

Doug will arrange motor shop tour and pick a restaurant

Ryan to send several announcements to Jane to post to Linked in

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