



**Palisades Neighborhood Association  
Executive Committee Meeting Minutes - FINAL  
Thursday, April 28, 2011  
6:30 pm**

**Attendees:**

Gail Parrick, Chair  
Terry Harty  
Jay Betts  
Mark Easley  
Katherine Shallenberger  
Christine Wynne

**1. Noted by Jay that Area Rep 9, Dave Powers, passed away on April 28.**

**2. Election of Board**

- 2.1. Discussion primarily around responsibility for Good Neighbor Day, which has historically fallen to the Treasurer role, as the by-laws state the Treasurer is responsible for fundraising. It was agreed upon that the by-laws do not specifically refer to Good Neighbor Day and, therefore, the Good Neighbor Day Committee would not be assigned to the Treasurer. Terry suggested deferring the Good Neighbor Day Committee Chair assignment to later. All parties agreed.
- 2.2. Officers were assigned as follows:
  - Chair – Gail Parrick
  - Vice-Chair – Jay Betts
  - Secretary – Katherine Shallenberger
  - Treasurer – Katherine Shallenberger

**3. Decision on Board Meetings**

- 3.1. Gail said meetings will usually be held on Thursday evenings at 7 pm.
- 3.2. Katherine & Gail to propose meeting calendar for 2011-2012 after reviewing school calendar

**4. Committees**

**4.1. Communications – Mark Easley**

- 4.1.1. Mark discussed previous initiatives relative to communication via the web. He has been working with Frederique Lavios. She will voluntarily serve as the PNA web-master with Mark serving as the liaison to the Executive Committee. She requested \$20 to register the domain name, and an advertising banner in lieu of a fee for her services. All parties expressed a high level of interest and acknowledged getting the website back up and running is a high priority. Christine Wynne volunteered to work with Mark and Frederique to review the website.
- 4.1.2. The preferred web address is [www.palisadesneighborhood.org](http://www.palisadesneighborhood.org).
- 4.1.3. Mark/Frederique to establish PNA email addresses to send electronic communication (“blasts”) to PNA households.

**5. Emergency Preparedness – Terry Harty**

- 5.1. All members present agree this is an important committee with a lot of support.

- 5.2. Jay encouraged Terry to attend a LO sponsored emergency preparedness meeting at Marylhurst on 5/11 @ 7 pm. Need to register w/LO Fire Dept.
- 5.3. Katherine asked, what does the final product look like? What are we providing PNA residents? A single sheet with guidelines specific for the Palisades neighborhood was discussed – evacuation shelter locations, CERT members, homes needing assistance, City procedures, etc. This could be laminated so that it could be posted on a door for quick access. Also providing tips for when you are not home...what should be in your car, or away from home.
- 5.4. Dial this into Good Neighbor Day (72-hour kit ordering, etc.)

## **6. Family Fun Day – Gail Parrick**

- 6.1. Still no Chair for the Committee which organizes this event. Board Members present will brainstorm. Katherine proposed having the Committee consist of the current Board, with Gail as Committee Chair. Gail will send inquiry to email distribution list inviting volunteers.

## **7. Projects**

- 7.1. Participation – How does PNA increase participation?
  - 7.1.1. Several members expressed need for more open / inclusive Board Membership. Including committee chairs on board would not require changing by-laws. Additionally, communication about meetings (ALL of which are open to the public), and holding meetings at public locations would increase participation.
  - 7.1.2. Look at previous list of meeting attendees. Match (by hand or electronically) to areas with vacant area reps. Call to solicit volunteers to fill positions. Mark can provide attendees from previous meetings. Gail can distribute names for Board to call?
- 7.2. Include ballot issues for Oct Meeting
- 7.3. By-Laws need to be sent to City.

## **8. Adjourn 8:30 pm**

Submitted by:  
Katherine Shallenberger  
PNA Secretary / Treasurer  
April 30, 2011