



# SOUTH BEAVERTON NEIGHBORHOOD MEETING

**Thursday, October 16, 2014 (7:00 PM)**

**Southridge High School, Community Room  
9625 SW 125th Ave.**

## VISIT US ON THE WEB

[www.BeavertonOregon.gov/SouthBeaverton](http://www.BeavertonOregon.gov/SouthBeaverton)



## VISIT US ON FACEBOOK

[www.Facebook.com/SouthBeavertonNeighborhood](http://www.Facebook.com/SouthBeavertonNeighborhood)

## SUZANNE DAWSON, CHAIR

971-270-7939

[s.dawson220@gmail.com](mailto:s.dawson220@gmail.com)

- 7:00 - 7:05 **Welcome and Introductions** – Suzanne Dawson, Chair
- 7:05 - 7:15 **Tualatin Valley Fire & Rescue (TVF&R) Report**
- 7:15 - 7:30 **Police Report**
- 7:30 - 7:45 **South Beaverton NAC Annual Meeting & Elections** –
- **What has the NAC been up to over the past year?** We have been holding regular meetings, but could use some new ideas for community building projects so please attend with your ideas. Our most recent projects were in partnership with Southridge High School including:
    - An essay contest for students who completed community service to win a Mini iPad. Winners were chosen by the NAC.
    - Four iPads were donated to the school's Resource Room to help students research colleges and careers.
  - **We are seeking more active members so please attend and learn about the opportunities.** Attend meetings regularly, join the board of directors, or become an officer. Officer positions include Chair, Vice-Chair, Recorder, Treasurer, and Beaverton Committee for Community Involvement (BCCI) Representative. See the back of this agenda for more details about the officer positions.
- 7:45 - 8:10 **Bring your ideas for projects and events that we can work on!** - We want to make a difference in our community so bring your ideas for how we can do so. Dollars are available through the city's Neighborhood Matching Grant Program. Next deadline is Nov. 28. Learn more at [www.BeavertonOregon.gov/NACGrant](http://www.BeavertonOregon.gov/NACGrant).
- 8:10 - 8:15 **Approval of Previous Meeting Minutes** (The Recorder position is vacant. Please consider volunteering for this vital officer position with the NAC.)
- 8:15 - 8:25 **Old/New Business**
- 8:25 - 8:30 **Neighborhood Announcements** - This is an opportunity for attendees to bring their announcements to the NAC.
- 8:30 **Adjourn**

**Please join us at our next meeting on Thursday, November 20, 2014 at 7 p.m.**

ADA Notice: This information is available in large print upon request and assistive listening devices or sign language interpreters are available at any public meeting with five days advance notice.

## NEIGHBORHOOD PROGRAM

[www.BeavertonOregon.gov/Neighborhood](http://www.BeavertonOregon.gov/Neighborhood)

Contact: Jason Wachs, 503-526-2543

[jwachs@BeavertonOregon.gov](mailto:jwachs@BeavertonOregon.gov) or

Miles Glowacki, 503-526-3706

[mglowacki@BeavertonOregon.gov](mailto:mglowacki@BeavertonOregon.gov)



## VISIT THE CITY CALENDAR

[www.BeavertonOregon.gov/Calendar.aspx](http://www.BeavertonOregon.gov/Calendar.aspx)

**Don't have a computer?**

Use free internet access at the

Beaverton City Library, 12375 SW Fifth St.

## **NAC LEADERSHIP POSITIONS**

Each position is responsible for a variety of duties which are described below. If you have questions about any of the responsibilities, please call the Neighborhood Program at 503-526-2543 or send an email to [neighbormail@BeavertonOregon.gov](mailto:neighbormail@BeavertonOregon.gov).

### **Chair:**

- presides over all regular meetings, calls special meetings as deemed necessary, and assigns members to any ad hoc committees;
- leads NAC meetings in a fashion that allows everyone to be heard and encourages participation from all members;
- prepares the agenda for all meetings;
- serves as the primary contact for his/her NAC for the city to send notices of proposed development projects and other city information;
- communicates regularly with Neighborhood Program staff and is able to receive telephone calls and/or emails pertaining to the NAC during regular business hours in the event city staff, potential developers, or speakers need to discuss NAC business with the chair;
- contacts the Neighborhood Program to inform staff when a meeting has been cancelled, so the necessary steps may be taken to note the cancellation on the city calendar as soon as possible, and
- serves as the NAC's media contact.

### **Vice Chair:**

- fulfills the position of chair in the absence of the NAC chair;
- takes on other duties if the chair is absent for an extended period of time;
- assists the chair during meetings by serving as a timekeeper and helping facilitate the meetings, and
- greets members arriving at the NAC meetings.

### **Recorder:**

- takes minutes of all regular and special meetings regardless if there is a quorum in order to ensure members not present can learn about NAC discussions.
- submits minutes to the Neighborhood Program;
- makes sure that everyone attending the meeting signs the sign-in sheet;
- submits a sign-in sheet for each meeting to the Neighborhood Program;
- notifies the Neighborhood Program when there has been a change in the board's leadership, general board membership, or when new board members or officers are elected.

### **Treasurer:**

- receives all funds, keeps accurate record of receipts and expenditures, and provides a report of account status to be approved by the NAC membership;
- disburses funds only when they have been authorized according to the NAC's bylaws;
- submits an annual financial report to the association and prepares other reports as required, and
- provides information, as required, to the state or other organizations if the NAC is registered as a non-profit.

### **Beaverton Committee for Community Involvement (BCCI) Representative:**

- attends monthly meetings of the BCCI and represents the NAC at those meetings. The BCCI provides time on their agendas for NAC representatives to discuss any issues, concerns, or needs of the NAC;
- provides a BCCI report at each NAC meeting that includes what was discussed and any follow-up that the BCCI needs from the NAC, and
- fulfills all other duties as required for all BCCI members. Learn more by visiting [www.BeavertonOregon.gov/BCCI](http://www.BeavertonOregon.gov/BCCI)