



**OSHP Board Meeting Minutes  
July 11, 2009 1:30 p.m.  
Oregon High School**

Attendees: Tom Elmer, Steve Zach, Theresa Fosbinder, Pam Crary, Stephanie Rittenhouse, Karen Weber, David Lawver, Sarah Karlen, Chris Phistry. Guests: Tina Root, Stan Hill, Dana Stein, Duane Draper, Wade Crary

Called to order at 1:35 p.m.

**Secretary's Report**

- Special meeting minutes of 5/31/09 approved with 3 corrections.

**Treasurer's Report and correspondence**

- Discussed returned mail and other correspondence
- Reviewed budget
- Discussed ACT membership renewal
- There was discussion about the official motion made at the April meeting regarding the building fund. The minutes from that meeting read as follows: *The building committee wants us to set aside an amount of the money in our accounts as dedicated to the building fund. Steve made a motion that we designate the current Anchor Bank and other funds to be dedicated to the building fund and be restricted for those usages. This amount is currently \$19, 176.36. Second by Karen, motion approved.*  
There was discussion about incoming funds/Shining Stars. Stephanie noted that the donation perks are the same for the \$250 and \$500 levels. We need to clarify what this should be for each.

**Old Business**

**Once Upon a Mattress**

- In general things are going well
- The cast is a little less than planned (36 vs. 40) so this may impact the budget in that there are less people in the cast to bring in audience members.
- There have been issues with the air conditioning again – per Steve they have recently re-programmed and this should be fixed.

**Building Committee and Discussion**

There was discussion about the property at 201 Market St, including:

- We have made an offer on the property pending board approval - the offer is accepted pending board approval.
- The lot is larger than we thought
- Stan got information on insurance costs
- The offer and addendum were reviewed
- There was discussion about the loan offer from Bank of Oregon – it is a very good offer, but we also want to check with our bank, Oregon Community Bank since they have been good

- supporters. Steve will follow up on this and see if they can make a similar offer.
- There are several documents that need to be put together as part of this process (e.g. bylaws, treasurer’s reports, general member ship meeting minutes, tax ID number). The appropriate board members will get all of that information to Stan.
- We would close on or before July 31.
- We are responsible for the property taxes, and sewer and water.
- There was discussion about future potential, including remodeling/rebuilding, and it was noted that DCAC has sometimes supported remodeling with their capital grants.
- There was discussion about monthly payments and how we are not paying much more for this building than we have been paying for the storage sheds.

After this discussion, David moved to proceed with the offer as presented by Stan. Chris seconded the motion.

A roll call vote was taken:

Pam Crary – yes

Tom Elmer – yes

Theresa Fosbinder – yes

Sarah Karlen – yes

David Lawver – yes

Chris Phistry – yes

Stephanie Rittenhouse – yes

Karen Weber – yes

Steve Zach – yes

Motion carried unanimously.

There was more discussion about topics including how to handle the transition from the shed to the new property, how we can get the word out to people that we will have our new “home”, and how grateful we are to Ken Schnabel for offering us such a reasonable price, and also to Stan for not taking commission on this transaction. The board would like to thank them both for all they have done to make this possible.

### **New Business**

- Steve moved to approve spending for lighting software, and Sarah seconded. Motion passed.
- Phone/email discussion tabled until August.  
Discussed intellectual property rights- this will be an ongoing discussion with staff, designers and board.  
Discussed discretionary funds—this will be an ongoing discussion until new board/treasurer appointed

Meeting adjourned.

Minutes respectfully submitted,  
Theresa Fosbinder