

TILLAMOOK AREA EDUCATION BOARD MEETING AGENDA

Meeting will  
be held:

April 13, 1981  
7:30 PM  
PUD Meeting Room

- I. Oregon State rules and regulations - preliminary discussion
- II. Term of office of board members
- III. Voting status of chairperson
- IV. Term of office of committee officers
- V. Election of board officer
- VI. Election of committee officers
- VII. Committee reports
  - A. Facilities
  - B. Personnel
- VIII. Discussion of Meeting protocol and bi-laws
- IX. New business

MINUTES - TILLAMOOK AREA EDUCATION DISTRICT BOARD MEETING

April 13, 1981  
7:30 PM  
PUD Meeting Room

ITEM

DISCUSSION

ACTION

Members  
Present

Ron Hays, Temporary Chairman, George Hamilton,  
Nancy Harris, Wayne Jensen, Helen Myers, Elwood Stait,  
Joyce Thompson

Members  
Absent

none

Non-members  
Present

Roy Mason, Tillamook Bay Campus Director, Jewell  
Manspeaker, State Department of Education, Vern Harris,  
Cheryl Van Natta, Secretary

Call to  
Order

Chairman Hays called the meeting to order at approxi-  
mately 7:30 p.m.

Jewell  
Manspeaker

Dr. Manspeaker from the Oregon State Department of  
Education was introduced by Roy Mason. Dr. Manspeaker  
wanted to introduce the Board to the Oregon State Rules  
and Regulations section concerning Community College  
Law, Section 341. He stated that Section 341.009 was  
the most appropriate for this meeting. This section  
discusses what the community college does.

Survey

Joyce Thompson ask if we have time for a survey for  
educational needs of the area. Dr. Manspeaker stated  
that there is already some history to go on, but there  
is a need to access the educational needs of the area.  
This should be done relatively soon.

House Bill  
2606

There was discussion on House Bill 2606. This bill  
proposes legislation to require that board members  
not be employees of the district where they are  
members of the board. Chairman Hays deferred this  
issue until later.

- Funding                   The problem of funding was addressed. Dr. Manspeaker explained that the solution to the statue, that the County Assessors Office be notified by March 31st, is that an amendment be added relating to House Bill 3130 (Jackson County AED). This amendment will give the Tillamook AED a grace period. The March 31st Statue is 308.225. Dr. Manspeaker emphasized that the State Department of Education is committed to the Tillamook Bay Area Education District.
- Questions                 Chairman Hays asked if the Board had any other questions? Roy Mason suggested that Dr. Manspeaker commit on the legality of the Board since a county official was not present to administer the oath of office. It was Dr. Manspeaker's feelings that perhaps the Board should delay any formal actions until the oath is administered.
- George Hamilton asked if the officers could hold their offices for three months until Board Members are aware of the offices and familiar with each other. The offices can be temporary with the term beginning in July.
- Dr. Manspeaker stated that the term of office for the Board Members depends on the vote tally. There are 2 members with 3 year terms, 2 members with 2 year terms, and 1 member with 1 year term.
- Vote Tally                Roy Mason read the vote tally:  
2,820 votes for Ron Hays - 4 year term  
2,758 votes for Elwood Stait - 4 year term  
2,185 votes for Joyce Thompson - 3 year term  
2,093 votes for Wayne Jensen - 3 year term  
1,768 votes for Helen Myers - 2 year term  
1,665 votes for Nancy Harris - 2 year term  
1,657 votes for George Hamilton - 1 year term
- It was brought to the Board's attention that Vern Harris is an elected official and could administer the oath of office to the Board Members.
- Oath                      The oath of office was administered by Vern Harris at approximately 8:37 p.m. A standard state oath was used.
- Voting Status            There was a short discussion on the voting status of the chairperson.
- Motion -  
J. Thompson              It was moved that the chairperson be a voting member.
- Second-  
G. Hamilton

Approved  
Unanimously

Minutes                   The minutes were read by Roy Mason.

There was a discussion on the number of members present to form a quorum. This is already established by Section 341.283 paragraph three of the ORS Rules. Dr. Manspeaker pointed this out.

There was some discussion on whether committee chairmanships should be elected or appointed. Dr. Manspeaker stated that the Chairperson and Vice Chairperson are elected officers for one year. There are no regulations concerning committee officers or term of a committee.

Motion -  
W. Jensen                   It was moved that the Chairperson be elected.

Second -  
E. Stait

Approved  
Unanimously

The term of office for Chairperson and Vice Chairperson starts July 1.

Motion -  
W. Jensen                   It was moved that the term of office for the temporary chairperson extend until July 1st.

Second -  
J. Thompson

Nancy Harris stated that the motion needed to be ammended to read Chairperson and Vice Chairperson.

Motion -  
W. Jensen                   It was moved to make the term of office for the Temporary Chairperson and Vice Chairperson extend to July 1st.

Second -  
G. Hamilton

Approved  
Unanimously

There was a discussion on the Budget Committee. Vern Harris stated that a Budget Officer should be appointed, and a budget be presented to the Board. The Budget Officer does not have to be a member of the Board. Roy Mason stated that the Budget Committee is all seven members of the Board plus seven other people. Joyce Thompson suggested a small committee then expand it later.

Budget  
Committee

Chairman Hays appointed Roy Mason as Budget Officer, Elwood Stait as Chairperson, and members Nancy Harris and Joyce Thompson.

Facilities

Wayne Jensen was appointed Facilities Program Chairperson, and George Hamilton and Helen Myers members.

Communication  
Policy

Roy Mason suggested that a person should be appointed to be a liaison between the Board and the community. Joyce Thompson was suggested. Joyce Thompson accepted.

Committee  
Reports -

Facilities

The Facilities Committee went through the Pacific Northwest Bell building Wayne Jensen stated. The phone company people were very open at first, but now the County is interested in the building. The Committee decided not to consider the phone company building.

The Sacred Heart High School was discussed. There were several conflicting views as to whether the building can be leased or not.

There was a discussion on the Y Building. There was a difference of understanding about leasing the building. Roy Mason stated that the building is in a bad state of disrepair.

Feasibility  
Study

A Feasibility Study was made in 1980 for the AED. The reports states that the office should be in Tillamook. The AED needs two regular daytime classrooms plus the facilities in Bay City.

Ben Goodling said District #56 Board wants to renew the present contract with an increase in rent. The building needs repair to upgrade the facility.

Chairman Hays suggested to Jensen that his committee go to District #56 and the Catholic Board and formulate an approach to cost.

Personal  
Committee  
Report

Nancy Harris suggested that the executive office for the district be called a President.

The salaries of the local area districts were read by Joyce Thompson.

There was a general discussion on the number of people to hire. Chairman Hays stated that the key position of President should be looked at. Roy Mason gave Chairman Hays information to look at on job descriptions. Chairman Hays stated that the Personal Committee write up the job descriptions, formulate a recommendation for salaries and positions.

Dr. Manspeaker stated that the job descriptions should be precise, and that the President's position should be advertised statewide, but secretarial positions advertised county wide only.

Meeting  
Protocol &  
Bylaws

Bylaws are state ordinances, but Board policies are not laws. The Board should develop a policies manual. Joyce Thompson was appointed by Chairman Hays to work on reviewing minutes to pick up policies.

New  
Business

The AED needs an address. It was suggested that Ron Hays' address be used until the AED has a permanent address. That address is 602 Ash, Tillamook, Oregon 97141.

Member  
OCCA

Nancy Harris stated that the Tillamook Bay AED should be a member of the Oregon Community College Association; and that the Executive Secretary of the organization would explain the function of the organization to the Board at anytime. Sedley Stewart will also come over. Both men will help the AED to become organized.

Wayne Jensen was appointed to contact the PUD about using the Meeting Room for the next meeting.

Nancy Harris was appointed to contact one person from the OCCA.

Elwood Stait was appointed to contact the Department of Education and find out what the legal aspects are about borrowing up to \$5,000 to set up the AED. He was also ask to contact the lending institution. Section 341.095 of the ORS concerns expenses.

Motion -  
G. Hamilton

It was moved to adjourn the meeting.

Second -  
N. Harris

Approved  
Unanimously

The meeting was adjourned at approximately 10:35 p.m.

Respectfully submitted,

*Cheryl Van Natta*

Cheryl Van Natta  
Secretary