

**OREGON SOCIETY OF ENROLLED AGENTS
BOARD OF DIRECTORS' MEETING MINUTES**

Monday May 22, 2017

11:00 am to 3:30 pm

1. Call to order Kirk Donavin called the meeting to order
2. Welcome Board Members, Committee Chairs and Guests
3. OrSEA Mission Statement – Jeffrey Linders read the OrSEA Mission statement
4. Roll Call; Proxies for absent Board Members – Jeffrey Linders performed roll call by passing a sign in sheet, a proxy was received for Cletus Fernandez.
5. Agenda; Revisions and time frames – Kirkwood Donavin asked for revisions, Dan noted his guest speaker would be coming in at 1pm.
6. Review/Approve January 2017 Meeting Minutes(Posted on web site) – Jeffrey Linders presented the minutes for the January meeting, Michael Davidson moved to accept the minutes as presented, Maddy Gaoiran seconded, the minutes passed without dissent.
7. Vice President's Report – Daniel Stearns noted that the law suit was ruled in our favor and that the Board opted to appeal to the Oregon Supreme Court. This would not necessarily close the case if the Supreme Court ruled in the Boards favor it would merely send it back to the lower court. We are asking for court fees to be covered. If we receive a "court fee" ruling we will reimburse NAEA a portion of that. Dan also touched on the "Oregon Taxpayer Bill of Rights" discussed contacting legislators with regard to the EA roll regarding representation as tax professionals. June 6 8:30 in Salem will be the legislative "fly in". Kirk commented about the value of Ted (or lobbyist) and how he relates to the legislators and the value to EA's being associated with the "Taxpayer Bill of Rights".
8. Treasurer's Report – Ira Rosenberg presented the Balance sheet, P&L Budget vs. Actual and the Projected costs of the Conference. Conference is projected to lose between \$3,000 and \$3,500; attendance at the conference has been down over the past 3 years. Between the lobbyist, legal fees and conference losses we have had to offset by pulling from our reserves. Financially OrSEA is not performing well.
9. Director's Reports/Chapter Reports

- a. North Directors—Rebecca McAllister/Eva Davis no report submitted (returned from DC fly-in) met with legislators, main points included tax reform, IRS reform.
- b. Central Directors—East – Cindy Petersen submitted a report (attached) West – Cletus Fernandez not present, submitted balance sheet and P&L (attached) Education is scheduled for June or August per Maria.
- c. South Directors—Madilyn Gaoiran/June Brock submitted a report (attached) The November class and meeting were canceled due to poor attendance. Meeting in May (at conference).
- d. At-Large Director—Carol Mulder nothing to report

10. Committee Reports

- a. Membership—Maria Arbuckle submitted a report and membership list (attached) 195 in membership which is up.
- b. Media/Public Relations—Cletus Fernandez not present no report submitted
- c. Scholarships/Awards—June Brock submitted a report (attached) Presidents award will be presented, June will discuss the qualifications for the Founders and Lifetime Achievement Awards at the general meeting.
 - i. NTPI Scholarship for online course, a request was made regarding the use of the scholarship for the online course, discussion ensued. Consensus was that the scholarship should default to someone who is attending live, then to the online participant.
- d. Historian—Sue Bladorn submitted a report (attached) highlighted books and photos going back to 1990.
- e. Annual Conventions
 - i. 2017— Ira Rosenberg – Portland everything on track.
 - ii. 2018 – Kirkwood Donavin – Springfield facility is booked.
 - iii. 2019 – Ashland – June Brock submitted a report (attached) contacted Ashland Springs and will go over with Ira. She does have other options depending on cost limitations. There was a discussion regarding moving the date of the conference. Caty suggested the 3rd week in June.
- f. Education Committee—June Brock submitted a report (attached) reviewed current education all is on track. Taking requests for speakers and topics.

- g. Communications/Website Committee Report—Ira Rosenberg no report submitted
 - h. Legislative Committee – Danial Stearns
 - i. Sara Lara-Director of Low Income Tax Office - Portland is looking to form a partnership with OrSEA as potential volunteers, or references. Dan will obtain a copy of the power point and forward it via email. They handle all aspects of the tax code for lower income clients, W-2 issues and also preparer fraud. Limited to less than 250% of poverty level max in most cases. Pro-bono work may be tailored to specific areas and do not mean it is an all or nothing (grant is limited to non fee referral). Contact for Sarah with Legal Aide Service sarah.lora@lasoregon.org.
 - ii. Fly-in Day June 6th in Salem to meet with legislators, highlight Taxpayer Bill of Rights and EA issues.
 - i. Ethics Violations – Marie Linders nothing to report
 - j. Communications/Website – Ira Rosenberg no report submitted
 - k. Government Relations
 - i. IRS – Michael Davidson reported they are moving toward correspondence audits. Forum is scheduled for October
 - ii. DOR – Cletus Fernandez not present no report submitted
 - iii. Tax Board – Barbara Craven reported the Tax Board is changing their attitude toward the preparer’s exam.
 - l. By Laws – Caty Giovinco no changes have been made or requested
 - m. Nominating Committee – Marie Linders noted Maddy Gaoiran volunteered to be the incoming Vice President and Marie will be the incoming Co South Director
 - n. Finance & Budget – Ira Rosenberg nothing more to report from Treasurer’s report
 - o. Policies & Procedures – Sue Bladorn submitted a report along with the updated “Annual Conference” P&P (attached)
 - p. Strategic Planning nothing to report
11. President’s Report Kirk noted he will not be at the general meeting and Dan will be handling it. Peter Mar will be swearing in the new officers as there was no national

representative available. Was contacted by a company requesting a spot on our website similar to the arrangement we had with Gliem.

12. New and/or Pending Business no new business was noted

13. Good of the Order

14. Adjourn Maddy moved that the meeting be adjourned; Dan seconded the motion passed without dissent.

Motions: 1. Michael Davidson moved to accept the minutes as presented, Maddy Gaoiran seconded, the minutes passed without dissent.

Action Items: 1. Dan will obtain a copy of the Legal Aide Service power point and forward it via email.

Oregon Society of Enrolled Agents – Mission Statement

- **Foster professionalism and growth of members**
- **Be an advocate of taxpayer rights**
- **Protect the interest of its members**
- **Enhance the role of Enrolled Agents among government agencies, other professions, and the public at large**

OrSEA's elected board of directors is responsible to ensure that the organizational mission statement and strategic goals are adhered to.

ORSEA Board Meeting Roll Call

05.22.17

Name	Signature	Title
Marie Linders		Past Pres
Daniel Stearns		V. Pres
Kirkwood Donovan		President
Carol Moulder		at Large
Rebecca McAllister		North Director
MICHAEL DAVIDSON		LOS Rep
BARBARA F. CRAVEN		Committee
Evelyn Davis		North Director
Madilyn Gaoiran		South Dir.
IRA ROSEBEN		Treasurer
Cindy Petersen		Director
Joyce Davis		Cent. East President
CATHERINE GROVIERO		BY-LAWS
Maria Arbuckle		Membership
JULIA SHULTZ		South Dir
Susan Bladorn		Pat P Committee

Steff Linders



Sec



Jeff Linders

From: CLETUS FERNANDEZ [cletusfernandez7135@msn.com]
Sent: Saturday, May 13, 2017 11:14 PM
To: Kirkwood Donavin; Daniel Stearns; irataxfrontier.com; marie.lindersjmsolutionsllc.com; Jeff Linders; Rebecca McAllister; Eve Davis; Cindy Petersen; June Brock; bnottaxt@epuerto.org; mulderctax@yahoo.com; Caty Giovinco; Susan Bladorn; Barb Craven; Maria Arbuckle; michael@aetaxservice.com
Subject: Re: OrSEA Agenda

Hi Kirk,
I will be out of country during the meeting and the the conference. I am sending my Proxy to Jeff Linders for voting.
Thanks
Cletus

MEMBER VOTING PROXY

To: Oregon Society of Enrolled Agents
State of Oregon

General Powers

I, the undersigned Active Member of the Oregon Society of Enrolled Agents, hereby appoint Jeff Linders, the secretary of the Society, as nominee, and proxy with powers of substitution for and in the name and place of the undersigned, to appear, represent and cast votes on any matters to come before the Quarterly Meeting of the members of the Oregon Society of Enrolled Agents, to be held in Wilsonville, Oregon on May 22, 2015, and at any adjournment or adjournments thereof. This proxy shall be void if I personally attend the meeting.

IN WITNESS WHEREOF, I have executed this proxy on May 13, 2015.

Cletus Fernandez
Central Director-ORSEA
503-588-0498

From: Kirkwood Donavin <donavin@mail.com>

Sent: Thursday, May 11, 2017 1:14 PM

To: Daniel Stearns; irataxfrontier.com; marie.lindersjmsolutionsllc.com; Jeff Linders; Rebecca McAllister; Eve Davis; cletusfernandez7135@msn.com; Cindy Petersen; June Brock; bnottaxt@epuerto.org; mulderctax@yahoo.com; Caty Giovinco; Susan Bladorn; Barb Craven; Maria Arbuckle; michael@aetaxservice.com

Subject: OrSEA Agenda

FYI

**OREGON SOCIETY OF ENROLLED AGENTS
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6. Review/Approve January 2017 Meeting Minutes(Posted on web site) – Jeffrey Linders
7. Vice President's Report – Daniel Stearns
8. Treasurer's Report – Ira Rosenberg
9. Director's Reports/Chapter Reports
 - a. North Directors—Rebecca McAllister/Eva Davis
 - b. Central Directors—East – Cindy Petersen/West – Cletus Fernandez
 - c. South Directors—Madilyn Gaoiran/June Brock
 - d. At-Large Director—Carol Mulder
10. Committee Reports
 - a. Membership—Maria Arbuckle
 - b. Media/Public Relations—Cletus Fernandez
 - c. Scholarships/Awards—June Brock
 - i. NTPI Scholarship for online course
 - d. Historian—Sue Bladorn
 - e. Annual Conventions
 - i. 2017— Ira Rosenberg – Portland
 - ii. 2018 – Kirkwood Donavin – Springfield
 - iii. 2019 – Ashland – June Brock
 - f. Education Committee—June Brock
 - g. Communications/Website Committee Report—Ira Rosenberg
 - h. Legislative Committee – Danial Stearns
 - i. Sara Lara-Director of Low Income Tax Office =Portland
 - ii. Flyin Day

- i. Ethics Violations – Marie Linders
- j. Communications/Website – Ira Rosenberg
- k. Government Relations
 - i. IRS – Michael Davidson
 - ii. DOR – Cletus Fernandez
 - iii. Tax Board – Barbara Craven
- l. By Laws – Caty Giovinco
- m. Nominating Committee – Marie Linders
- n. Finance & Budget – Ira Rosenberg
- o. Policies & Procedures – Sue Bladorn
- p. Strategic Planning

11. President's Report

12. New and/or Pending Business

13. Good of the Order

14. Adjourn

Oregon Society of Enrolled Agents

Balance Sheet

As of May 21, 2017

	<u>May 21, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Umpqua Checking	21,355.30
Total Checking/Savings	<u>21,355.30</u>
Total Current Assets	<u>21,355.30</u>
TOTAL ASSETS	<u><u>21,355.30</u></u>
LIABILITIES & EQUITY	
Equity	
Fund Balance	16,808.57
Restricted Fund - Education	1,526.71
Restricted Fund - L Scafidi	548.10
Retained Earnings	-10,150.17
Net Income	12,622.09
Total Equity	<u>21,355.30</u>
TOTAL LIABILITIES & EQUITY	<u><u>21,355.30</u></u>

1:07 PM

Oregon Society of Enrolled Agents
Profit & Loss Budget vs. Actual
July 1, 2016 through May 21, 2017

05/21/17

Cash Basis

	Jul 1, '16 - May 21, 17	Budget	\$ Over Budget
Income			
Chapter Function	1,787.00	0.00	1,787.00
Conference income	18,570.68	16,064.52	2,506.16
Dues			
Dues - Associates	8,246.00	6,246.29	1,999.71
Dues - Initiation Fees	162.00	0.00	162.00
Total Dues	8,408.00	6,246.29	2,161.71
Special Projects			
L Scafidi Education Fund	0.00	594.77	-594.77
Total Special Projects	0.00	594.77	-594.77
Total Income	28,765.68	22,905.58	5,860.10
Expense			
AFEX			
Airfare	925.57	600.00	325.57
Lodging	1,271.37	1,630.00	-358.63
Total AFEX	2,196.94	2,230.00	-33.06
Bank Charge			
Credit Card Charge	335.68	375.00	-39.32
Total Bank Charge	335.68	375.00	-39.32
Board Meetings			
Meals for Board	342.50	300.00	42.50
Mileage	1,818.28	1,312.10	506.18
Total Board Meetings	2,160.78	1,612.10	548.68
Chapter Function Expense	1,787.00	0.00	1,787.00
Committee Functions			
Communications			
Website	16.92	67.00	-50.08
Total Communications	16.92	67.00	-50.08
Government Relations	114.50	0.00	114.50
Historian	0.00	53.52	-53.52
Policies and Procedures	0.00	13.55	-13.55
Total Committee Functions	131.42	134.07	-2.65
Conference Expense			
Other Conference expenses	814.09	792.58	21.51
Speaker Fee	0.00	1,463.23	-1,463.23
Travel and lodging for Speakers	838.09	541.94	296.15
Conference Expense - Other	134.09	0.00	134.09
Total Conference Expense	1,786.27	2,797.75	-1,011.48
Education Support	0.00	74.52	-74.52
Legal Fees	4,276.50	40.00	4,236.50
Licenses	55.00	50.00	5.00
lobbying	2,700.00	3,203.23	-503.23
Promotional Expense	714.00	0.00	714.00
Supplies	0.00	100.00	-100.00
Total Expense	16,143.59	10,616.67	5,526.92
Net Income	12,622.09	12,288.91	333.18

OrSEA Spring Conference @ Wilsonville Or

Projected # Actual # Projected Cost Each Inclusive \$72 per day

	Projected #	Actual #	Projected Cost	Each		
MONDAY:						
Room Charge	1			0		
Board Lunch	20		23	460		
Service Charge			21%	96.6	\$557	\$557
Monday Total	25		0			
TUESDAY:						
Room Charge	1		0	0		
Tuesday Total						3600
WEDNESDAY:						
Room Charge	1		0	0		
Banquet	50		30.69	1534.5		2100
Wednesday Total						3600
THURSDAY:						
Room Charge	1		0	0		
Thursday Total						3600
Total Room and Meal Charges						\$11,357
Speaker Room Charges:						
Alan Pinkney	2		130	260		
Travis Greaves	1		179	179		
Jeff Wong	0			0	\$439	\$439
Speaker Speaking Fees:						
Alan Pinkney	8		290	2320		
Travis Greaves	7			2000		
Jeff Wong	2		250	500	\$4,820	\$4,820
Speaker Travel						
Alan Pinkney	1		500	500	\$500	\$500
Travis Greaves	1		777.6	777.6	\$778	\$778
Speaker Materials/Copies	1		1,500	1500	\$1,500	\$1,500
Total Speaker Charges					\$6,759	\$8,037
Speaker Gifts						
Sound system	3		56.33	168.99	\$169	\$169
Labels						
Binders	50		3	150	\$150	\$150
Pens					\$134	134
Bag					\$709	709
Other Supplies	1		100	100	\$100	\$100
Banquet Entertainment						
Lanyards & Badges	1		0	0	\$0	\$0
Mailing Costs	1			0	\$0	\$0
Total Other Charges					\$1,262	\$1,262
TOTAL CHARGES FOR CONFERENCE					\$9,555	\$22,199
TOTAL INCOME FOR CONFERENCE	50		400	20000	\$18,570	\$18,570
Net Profit(Loss)						-\$3,629
Projected attendees			50			

OrSEA

Board Meeting May 11, 2017

Directors Report

Our Chapter has nothing new to report. We were going to hold a class in August, but have decided not to due to the Eclipse traffic, no available hotels and gas price increase in Bend.

Respectfully Submitted

Cindy Petersen
Director East Central

**OrSEA - Capital Chapter
Profit & Loss
June 2016 through May 2017**

	Jun '16 - May 17
Ordinary Income/Expense	
Income	
Other Types of Income	
Misc Revenue-Sale of Hando...	55.00
Total Other Types of Income	55.00
Program Income	
Program Service Fees	4,470.00
Total Program Income	4,470.00
Total Income	4,525.00
Gross Profit	4,525.00
Expense	
Seminar Expenses	
Flyers & Postage	130.00
Handouts	87.50
Meals & Snacks	207.92
Facility Rental	675.00
Speaker Costs	
Mileage Reimbursement	352.40
Accommodations	163.98
Speaker Fees	1,500.00
Total Speaker Costs	2,016.38
Total Seminar Expenses	3,116.80
Business Expenses	
Bank Charges	130.41
Total Business Expenses	130.41
Total Expense	3,247.21
Net Ordinary Income	1,277.79
Net Income	1,277.79

OrSEA - Capital Chapter
Balance Sheet
As of May 22, 2017

	<u>May 22, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
WCB Checking	2,101.48
Total Checking/Savings	<u>2,101.48</u>
Total Current Assets	<u>2,101.48</u>
TOTAL ASSETS	<u><u>2,101.48</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	8.69
Total Accounts Payable	<u>8.69</u>
Total Current Liabilities	<u>8.69</u>
Total Liabilities	8.69
Equity	
Opening Balance Equity	2,000.00
Unrestricted Net Assets	175.71
Net Income	<u>-82.92</u>
Total Equity	<u>2,092.79</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,101.48</u></u>

May 22, 2017

**OREGON SOCIETY OF ENROLLED AGENTS
ANNUAL CONVENTION FOR 2019**

I have contacted the Ashland Springs Hotel and have the information from them for the convention in 2019.

I have brought 10 copies of their proposal. If you are interested, please ask me for a copy. I will be discussing the financial aspects with Ira as he has handled that for the last few conferences. There are more options in the region if we deem this one too expensive.

Respectfully submitted

June M. Brock

ORSEA Education Committee Report

May 22, 2017

First day, May 23, 2017, will be taught by Alan Pinck, EA. Topics to be The ABC's of a schedule C audit, Representing the cash intensive business and the The sale of a business and asset allocation.

Second day, May 24th will be Giovanni Alberotanza and Seth Groman from Washington DC. Their topics will be The ABC's of family limited partnerships, The new normal for tax practitioners (Ethics), and Up in smoke: the ethical and tax implications from the legalization of Marijuana.

Last day, May 25, will be Kent Anderson speaking on tax reform and Oregon taxpayers Bill of Rights. The afternoon section will be led by Jeff Wong on IC/ employee classification issues.

Alan Pinck and Jeff Wong have both spoken before at our conferences and have both been well received. I corresponded a lot with Travis Greaves out of Washington DC and had made an agreement with him to speak at this conference on the topics to be presented by Giovanni and Seth. But Travis ended up having some commitment issues and was unable to make the trip. But he arrange for these two gentlemen to fill in for him. We are receiving two presenters for the price on one. Kent has attended our conference before with his wife and has spoken to the Board on the topics he will be addressing here.

Hopefully this conference education will continue to uphold our standards.

June M. Brock, Education Chair

POLICIES & PROCEDURES COMMITTEE REPORT

May 22, 2017

The Policies & Procedures Committee has completed the slight change to the "Annual Conference Policies & Procedures" document. A copy is attached as part of this report and it was provided to the website committee for publication.

We welcome any comments and suggestions. The committee would like the Board to discuss and vote to approve the changes.

We are still working on the OrSEA job descriptions and will get back to that this year.

Respectfully submitted,

Susan Bladom & Caty Giovinco
Committee

ANNUAL CONFERENCE POLICIES & PROCEDURES

- I. Date is established, three years in advance per OrSEA Policies & Procedures.
- II. Appoint Committee Chair(s)
- III. General Location is established.
- IV. Time Lines:
 - a. 2 ½ years prior to event:
 - i. Get Committee members.
 - ii. Estimate the number of potential attendees.
 - iii. Visit possible venues and get quotes for meeting room, hotel rooms, menus, technology requirements, directional sign boards, etc., etc., etc. Pricing is a key object for projecting the cost for attendees.
 - iv. Submit written report at quarterly Board meeting.
 - b. 18 months prior to event:
 - i. Make recommendation to Board and get approval.
 - ii. Make preliminary Agreement with facility "BEO" Banquet Event Order.
 - iii. Possibly renegotiate with facility & meet with event coordinator at site.
 - iv. President to sign preliminary BEO within 10 days of Board approval.
 - v. Treasurer to pay required deposit.
 - vi. Submit written report at quarterly Board meeting.
 - c. 11 months prior to event (July-August):
 - i. Meet with site representative to make meal choices (See item #2 in Other Considerations and Notes).
 - ii. Establish a "theme". Meet with committee to co-ordinate tasks lists.
 - iii. Submit written report at quarterly Board meeting.
 - d. 9 months prior to event (early September):
 - i. Begin advertising event through newsletter and e-mail notifications. Send out a save the date notice and other known information.
 - ii. Notify the Education Coordinator at NAEA to get the date on their website calendar of events.
 - iii. Submit written report at quarterly Board meeting.
 - e. 6 months prior to event (December):
 - i. Send Info e-blast to members and other tax organization members.
 - ii. Submit written report at quarterly Board meeting.
 - f. 5 months prior to event (January):
 - i. Send e-blast with speakers and registration information.
 - ii. Submit written report at quarterly Board meeting.

- g. 1 month prior to event (April):
 - i. Communicate with the venue as to the number of attendees and perhaps renegotiate the terms if more or less sign up as were anticipated. Also, communicate with the venue any special meals or needs.
 - ii. Confirm with volunteers and specifics.
 - iii. Write final committee report to submit at Board meeting and the Annual General Membership meeting.
 - iv. Name Tags and Meal Tickets for use at the conference need to be created. That task is handled by the Conference Chair and usually has been delegated to the person handling the registration list and fees (the Treasurer or Communications Committee Chair).
 - v. Conference reference materials provided by the speakers need to be printed, notebooks acquired, and materials inserted into notebooks. Coordinate this task with the Education Committee Chair.
 - vi. Sign-in Sheets need to be available for each day and each different session. Coordinate with Education Committee Chair.
 - vii. Send conference information to local CPA's, Tax Loop, & other organizations inviting more attendees.
- h. Monday before event during and after Board meeting:
 - i. Stuff Notebooks with speaker materials unless Education Chair has already handled that.
 - ii. Stuff OrSEA bags with promo items & highlighters. These items should be in the possession of the current Conference Committee Chair.
 - iii. Put nametags in lanyards; insert meal cards; get them to registration volunteers.
 - iv. Make sure sign-in table is set up for early morning registration volunteers.
 - v. Gather donated Silent Auction and Raffle items and coordinate with volunteers handling them. Get with Awards/Scholarship Committee Chair to get supplies (raffle tickets & Lou Scafidi Silent Auction sheets and supplies).

OTHER CONSIDERATIONS & NOTES:

1. Speakers and topics are lined up by the Education Chairperson. Budget is approximately \$9000 total for speaker costs – spanning 3 days – 22 hours cpe. Speaker lodging, travel, and meal choice arrangements are handled by the Education Committee Chair since that person will know the dates and other needs of the speakers.
2. In July, select a menu, table coverings, room set up, technology, etc. Menu choices were based the cost per meal comparing the price to recent past charges and numbers. The 2015 board preferred a plated meal during the banquet rather than buffet style. Special diets must be considered and provided. Include request on registration form.
3. Registration form is coordinated with the Communications Chairperson, preferably prior to the January Board meeting and the beginning of tax season. The Board does not need to approve before publishing. Final speaker and topic info needs to be confirmed before it can be published. Include a late registration fee charge if postmarked 10 days or later prior to the event.

4. The registration monies are taken by the Communication Chairperson and given to the Treasurer for deposit. Many are now registering on-line and using debit or credit cards, also handled by the Communications Chair.
5. Take an inventory of items on hand and turn over to the next year Conference Chair.
6. No one knows how many more items will be needed until we have a count of attendees signing up with the Registration in April or May. Items needed are bags, lanyards, nametags, highlighters, special meal cards, and binders. All of the nametag supplies were given to Communications Chair who in the recent past has created nametags for those who registered. They were put together with the lanyards after the Board Meeting on Monday prior to the event. Banquet special meal cards were also inserted.
7. Send out requests to members to bring silent auction items. Refer to the Conference Committee Chair for direction and supplies (the fundraisers support the Lou Scafidi Scholarship Fund).
8. Send out requests to members to bring raffle items and find a willing Raffle for the breaks. Refer to Conference Committee Chair for direction and supplies.
9. Purchase speaker gifts – maximum \$75 per speaker. Refer to Education Committee Chair to coordinate the acquisition. Try to get gifts from the geographic area or that commemorate the location that the conference is being held.
10. Purchase or otherwise obtain bag stuffers. We had Florence flyers from the Chamber and taffy. We supply the highlighters.
11. Line up who will volunteer for the sign in registration table (and hug them).
12. Who is going to be the emcee?
13. Try to get those expensive lanyards back and take a closing inventory after the last session. Supplies should go to the next Conference Committee Chairperson/s. At the next Board meeting report the supplies held and get with the Treasurer to order supplies that are low, so we have them for the next conference.

SOUTH CHAPTER REPORT

We did not have a meeting in May or in November to elect officers, so we continued with those who were officers from last year.

We are hoping to elect new officers this year in May at Conference. Our Nov.9th class had a poor turnout. Unfortunately we had to cancel our scheduled speaker and we hope to reschedule her for this year's fall Class to be held in November. I am looking into a different venue however to see if that can draw more people and have less cost for us.

We definitely still need more participation in our chapter. I realize people are busy, but we do need to find a solution. I would appreciate any suggestions at this point in time.

I am hoping we can put aside an EVENING during the MAY CONFERENCE to have our Annual meeting with the SOUTH CHAPTER members who attend the Conference. Since lunchtime didn't work out so well last year and it doesn't look like it will again this year's conference either with such a packed schedule. With South Chapter members spread out so far and wide geographically it is a huge problem for our chapter. I am open to anyone's suggestions for any solutions to this dilemma.

Sincerely,

Maddy Gairan, South Director and June Brock, South Director

OrSEA Membership Report

Board Meeting 5/22/17

Dear Board/Committee Members,

As of 5/19/17, the total membership count for OrSEA was 195 members strong.

In the first quarter of 2017, we had 3 new members. In the second quarter so far we have 6 new members. This brings the total for this fiscal year to date of new members to 31.

Sincerely,

Maria Arbuckle, Membership Committee

First Name Last Name	EA Number	Membership Address	City	State	Postal Code	Preferred Email Address	John Date	Expired Date	Paid Through
Katrina Long	79577	0868 Highway 228	Sweet Home	OR	97386-9672	katrina_misboockkeeping@yahoo.com	10/31/2017	10/31/2017	10/31/2017
Mary Lufford	51798	PO Box 865	Malilla	OR	97038-0865	mlufford@malilla.net	6/30/2018	6/30/2018	6/30/2018
Felcy Mar	63206	PO Box 90	Alvadore	OR	97409-0090	patel@helpmykakes.com	6/30/2017	6/30/2017	6/30/2017
Dale Marmo	65613	1428 SE 20th Ave	Portland	OR	97214-3814	dcmarmo@comcast.net	6/30/2018	6/30/2018	6/30/2018
Stuart Martin	74103	2106 Cove Ave	La Grande	OR	97850-3903	lakman@com.com	6/30/2018	6/30/2018	6/30/2018
Robert Matthews	89618	1599 S Bascom Ave Ste 700	Campbell	CA	95008-2205	matthews@clo systems	3/31/2018	3/31/2018	3/31/2018
Rebecca McCaskey	93939	610 SW Alder St Ste 410	Portland	OR	97205-3605	rebecca.mccaskey@com.com	8/31/2017	4/30/2018	4/30/2018
Bill McCracken	81163	PO Box 2214	Lincoln City	OR	97045-0214	billmccracken@com.com	6/30/2017	6/30/2018	6/30/2017
Melody McKenzie	00101901	PO Box 655 4741 SW Highway 101 Ste C	Lincoln City	OR	97367-0655	laxess@grycoast.com	5/31/2017	5/31/2018	5/31/2017
Edwin McKains	49784	15583 SW Sandra Ln	Albion	OR	97023-2711	edwinmckains@comcast.net	6/30/2017	6/30/2018	6/30/2017
Elizabeth McKicken	101030	10813 SW Canterbury Ln Ste 104	Albion	OR	97224-3847	bmcicken@comcast.net	6/30/2018	6/30/2018	6/30/2018
Robert Merram	63091	88296 Highway 42 S	Bandon	OR	97411-8939	cmrncnksk@comcast.net	4/30/2018	4/30/2018	4/30/2018
Colleen Minchinski	121141	PO Box 1887	Corvallis	OR	97339-1887	cmrncnksk@comcast.net	3/31/2018	3/31/2018	3/31/2018
Peggy Minter	89015	24109 NE Holiday St	Wood Village	OR	97060-2907	peggyminter@comcast.net	4/30/2018	4/30/2018	4/30/2018
Richard Morris	71594	7615 SW Lotus Blossom Pl	Beaverton	OR	97006-6233	gibval@adventims@comcast.net	1/31/2018	1/31/2018	1/31/2018
Heleen Morris	68854	PO Box 2597	Haitie Ground	WA	98300-2557	laxep@hithorns.com	1/31/2018	1/31/2018	1/31/2018
Mauder Murray	10238	510 NW 14th St	Corvallis	OR	97330-5910	mudler@yahoo.com	6/30/2018	6/30/2018	6/30/2018
Michael Murray	101894	1158 DeLameter Rd	Castle Rock	WA	98611-9417	mudler@yahoo.com	6/30/2018	6/30/2018	6/30/2018
Debra Oglesby	72737	263 E Historic Columbia River Hwy	Trousdale	OR	97060-2081	dog@10.com	6/30/2017	6/30/2018	6/30/2017
Jennifer O'Halloran	95031	9694 SW Siletz Dr	Klaskanin	OR	97062-9566	goldendev@comcast.net	11/30/2017	11/30/2017	11/30/2017
Laura O'Shea-Waggoner	17051	131 S 6th St	Klamath Falls	OR	97601-6144	loshew@accounting-dept.com	1/30/2017	1/30/2017	1/30/2017
Jay Orand	87843	3674 Lois Dr	Klamath River	OR	97031-9727	lorand@com.com	6/30/2018	6/30/2018	6/30/2018
Kenneth Osterman	82246	8810 SW Scophias St	Tigard	OR	97223-6227	kern@igardex.com	6/30/2017	6/30/2018	6/30/2017
Diane Pallas	80216	11280 SW 91st Ct	Tigard	OR	97223-6475	diane@diapneapallas.com	8/2/2017	6/30/2018	8/2/2017
Kailee Parker	106367	311 W 13th Ave	Eugene	OR	97401-3402	kailee@saluburbulaxep.com	3/31/2018	3/31/2018	3/31/2018
Myron Parkin	123261	2880 SW Cedar Hills Blvd # 242	Eugene	OR	97005-1394	sd749@comcast.net	6/30/2018	6/30/2018	6/30/2018
Jan Pedersen	120506	20800 SW Regal Ct	Beaverton	OR	97003-1803	arbornw@comcast.net	2/28/2018	6/30/2018	2/28/2018
Carol Petrowski	46105	10700 Mountain View Dr	Portland	OR	97229-5566	comcast@petrowski.com	6/30/2018	6/30/2018	6/30/2018
Cindy Petersen	61691	20240 Mountain View Dr	Bend	OR	97703-6907	comcast@petrowski.com	1/31/2018	1/31/2018	1/31/2018
Diane Phelan	96319	0630 SW Lowell St	Portland	OR	97239-4415	twinncom11@yahoo.com	4/30/2018	4/30/2018	4/30/2018
Nicole Pient	78837	888 W Park St	Eugene	OR	97102-2929	nicole@kenanpient.com	6/30/2018	6/30/2018	6/30/2018
William Pinc	84439	70 SW Century Dr Ste 100	Bend	OR	97702-3558	will@wpc.com	6/30/2018	6/30/2018	6/30/2018
David Purkey	61570	1905 NW 169th Pl Ste 220	Beaverton	OR	97006-7303	dpurkey@comcast.net	6/30/2017	6/30/2018	6/30/2017
Michelle Ravnussen	81520	PO Box 627	Carby	OR	97013-0627	janmccour@yahoo.com	6/30/2017	6/30/2018	6/30/2017
Cynthia Rawlison	106997	2915 Portland Rd	Newberg	OR	97132-1972	cyndy.rawlison@comcast.net	12/31/2017	12/31/2017	12/31/2017
Shirley Mar Ravens	69878	3733 Molitor Hill Rd	Clatsop Grove	OR	97249-4443	shirley@comcast.net	6/30/2018	6/30/2018	6/30/2018
John Reaves	81340	91207 Ferry Rd	Westport	OR	97016	creaves355@comcast.net	6/30/2017	6/30/2018	6/30/2017
Jean Robins	49366	10157 SW Bayview Blvd Ste 106C	Portland	OR	97219-5910	jeanrob@comcast.net	6/30/2018	6/30/2018	6/30/2018
Antia Robinson	61576	800 NE Tenney Rd Ste 10-410	Vancouver	WA	98665-2831	synergy1ax@gmail.com	4/30/2018	4/30/2018	4/30/2018
Louis Honer	84311	78120 Highway 99	Clatsop Grove	OR	97249-3826	louis@laserweb.com	6/30/2018	6/30/2018	6/30/2018
ira Rosenber	71169	530 NW Ballaglia Ave	Gresham	OR	97030-5243	ira@comcast.net	6/30/2017	6/30/2018	6/30/2017
Nancy Sabu	61571	4705 Hillcrest Rd	Medford	OR	97504-9606	laxadynan@comcast.net	6/30/2018	6/30/2018	6/30/2018
Linda Santlee	92614	6543 NE Broadway St	Portland	OR	97220-5626	lmsantlee@comcast.net	6/30/2017	6/30/2018	6/30/2017
Jeanne Schmidt	53689	15405 SW 118th Ave Ste 202	King City	OR	97234-1041	jeanne@yourbusiness.com	1/31/2018	1/31/2018	1/31/2018
Monica Scrup	61573	PO Box 97	Warrenton	OR	97146-0097	monica@markehrandhall.com	6/30/2017	6/30/2018	6/30/2017
Russell Shaver	88985	17525 SE Decker Rd	Burnig	OR	97009-8517	russ@comcast.net	6/30/2017	6/30/2018	6/30/2017
Judith Smith	79555	4800 Meadows Rd Ste 200	Lake Oswego	OR	97036-2933	jsmith@com.com	10/31/2017	10/31/2017	10/31/2017
Carol Snyder	57828	9011 SW Beaverton Hillsdale Hwy Ste 1A	Portland	OR	97225-4522	csnyder@snyderstudies.com	6/30/2017	6/30/2018	6/30/2017
Daniel Svarns	90094	181 N Grant St Ste 202	Carby	OR	97013-3600	daniel@comcast.net	6/30/2018	6/30/2018	6/30/2018
Emberly Steiner	53093	29401 NW Overlook Dr Apt 2015	Hillsboro	OR	97124-7229	laxsied@comcast.net	6/30/2017	6/30/2018	6/30/2017
Beverly Stone	43314	24005 NE Overlook St	Wood Village	OR	97060-2910	beverlystone@comcast.net	6/30/2017	6/30/2018	6/30/2017
David Stribner	103078	8855 SW Holly Ln Ste 118	Wilsonville	OR	97070-8793	d_stribner@smallbizpros.com	11/30/2017	11/30/2017	11/30/2017

ORSEA Membership List
as of 5/19/17

First Name Last Name	EA Number	Membership Address	City	State	Code	Postal Code	Preferred Email Address	Phone Type	Phone #	Join Date	Expire Date	Field Through
Beverly Sudduth	8334	2226 NW Kline St	Roseburg	OR		97471-1739	bsudduth@embertsoncpa.com	WORK	(541) 672-2530/2066	6/30/2018	6/30/2017	
Jane Supnet	81617	2669 NE Twaun Knolls Dr. Ste 106	Bent	OR		97701-1895	jsupnet@allenscotttax.com	WORK	(541) 273-4461/1990	6/30/2018	12/31/2017	
Jeanne Taylor	48322	PO Box 69	Keno	OR		97627-0069	jegagne@jgagne.com	WORK	(541) 895-2411/2016	6/30/2018	6/30/2017	
Donald Thom	12167	33838 E River Dr Unit 43	Creswell	OR		97476-9320	donthorn@centralnet.net	HOME	(541) 895-2411/2016	3/31/2018	3/31/2018	
Christine Todd	71188	11821 SW Makong Hill Dr	Tigard	OR		97223-1888	tdalmeida@comcast.net	WORK	(503) 524-2782/2012	11/30/2017	11/30/2017	
Methodie Tooley	83183	213 Madrona Ave SE	Salem	OR		97307-8609	mtolley@cherrytax.com	WORK	503-585-4186/2012	7/31/2018	7/31/2017	
T Thornby	72679	18522 SE Alameda Ln	Milwaukie	OR		97267-6701	tkornby@nbtlock.com	WORK	(503) 333-5417/2017	4/30/2018	4/30/2018	
Charlene Van Cleet	27157	3720 SW 141st Ave Ste 208	Bastrop	OR		97005-2349	cvancliet@comcast.net	WORK	(503) 516-6521/2001	6/30/2018	6/30/2017	
Robyn Vina	882	NE 7th St	Grants Pass	OR		97526-1635	robyn@regan.com	WORK	(541) 479-1820/2013	8/31/2017	8/31/2017	
R Voigt	59043	214 Sheepy Hollow Loop	Grants Pass	OR		97527-9581	rsvoigt@charnet.net	WORK	(541) 471-4117/1995	6/30/2018	6/30/2017	
Dorothy Walsh	100097	663 A St	Ashtland	OR		97520-2070	walsh_dorothy@hotmail.com	WORK	(541) 482-1811/2011	9/30/2017	9/30/2017	
Russell Ward	67262	13420 NE Fox Hollow Ln	Newberg	OR		97132-6450	russward@mlmnews.com	WORK	(503) 704-2424/2000	6/30/2018	6/30/2017	
Carol Wild	109011	610 SW Alder St Ste 410	Portland	OR		97205-1005	carol@aetaxservice.com	WORK	(503) 728-728/2012	7/31/2018	7/31/2017	
Kurt Williams	48065	21356 Hubbard Court Rd NE Unit 50	Aurora	OR		97007-8406	kurt@cornerstone1040.com	WORK	(503) 678-3730/1990	6/30/2018	6/30/2017	
Michelle Will	104525	2870 NE Hogan Dr Ste E 135	Gresham	OR		97030-3173	Shelley@al-belle.com	WORK	(971) 223-716/2012	11/30/2017	11/30/2017	
Laure Wright	73116	2650 Frontage Rd	Reedsport	OR		97467-1813	parkstela@mycomspan.com	WORK	(541) 271-1022/2002	6/30/2018	6/30/2017	
Hideoaki Yamakawa	76372	4-8-3 Jyomyoji, Kamakura-shi	Kamakura City	JPN		248-0003	manccoonusa@yahoo.co.jp	FAX	81-467-23-1717/2011	10/31/2017	10/31/2017	
Shubby Yang	78373	3176 St. Laura Ave	Gresham	OR		97080-0735	shubby@gmail.com	FAX	81-467-23-1015/2011	9/30/2017	9/30/2017	
Hyong Yu	58972	811 E Bourne St Ste 219	Portland	OR		97214-1211	hyservice@aol.com	WORK	(503) 235-9111/1996	6/30/2018	6/30/2017	
Heidemarie Zepf	61597	23005 Varney Creek Rd	Klamath Falls	OR		97601-8419	heidizepf@yahoo.com	WORK	(310) 789-6511/2017	4/30/2018	4/30/2018	

May 22, 2017

Scholarships and Awards Committee Report

Have only one person who expressed interest in the NTPI scholarship and the question asked was if it could be used for the on line class. Discussion will be needed on this.

This year only the President's Award will be given. I have not seen or heard of any actions that would warrant the presentation of the Founders' and the Lifetime Achievement Awards. Hopefully, that will change this year. I will once again speak to the requirements for the these awards at the banquet and ask that everyone keep their eyes and ears open so that they can share with me some people who should be considered in the future.

Once again, Maddy Gaorian and Sue Bladorn will be coordinating the Silent Auction and the Raffle. If you have brought any items for either be sure and give to one of them. Also, take time to thank them for their service as they have done this for the last few years to raise money for the scholarship fund.

Respectfully presented,

June M. Brock, Chairman



HISTORIAN COMMITTEE REPORT

May 22, 2017

The OrSEA scrapbooks are up to date and the records and photos go back through 1990. They are now on the website only back through 2013. Communications Committee made changes to the website and the old ones had to be dropped. Scrapbooks are on display at the conference.

The Historian Notebook includes up to date lists of the past recipients of the Founders, Lifetime Achievement and President's Awards. It also includes a list of past recipients of the NTPJ Scholarships given by OrSEA. Year 2012 is incomplete and recipient names are needed. Included in the records is a listing of past education speakers and topics complete back to 1990.

The committee is still working on updating the job descriptions for each notebook.

Respectfully submitted,



Susan Bladom, Chair