

Stafford Hamlet Board of Directors Meeting  
1800 Rosemont Road  
January 21, 2008

Board Members Present: David Halseth, Carol Yamada, Sally Quimby, Dave Adams, John Kuhl, Ann Culter, Mike Stewart, Molly Ellis  
Community Members: Scott Richmond, Jackie and Walt Gamble, Becky Farris, Lori James, Kathleen Roles  
Guests: Elizabeth Normand, OCP; Amy Cleary, Clackamas City Conflict Resolution Dept

Meeting was called to order by David Halseth, chair at 7:40PM.

Minutes from November 19, 2007 meeting approval: Carol Yamada motion to approve; Mike Stewart seconded. All Board agreed.

Vision Committee - Scott requested approval from Board to proceed with plan to have 3 Vision Committee reps meet with each city utilizing outline provided by MIG, with Vision Committee approval. Board approved. Carol asked what parts of the process will be the committee responsibility vs. others. Scott said it wasn't clear at this point, but there may be need of assistance from others.

Board/Vision Committee Communication Plan presented. This was developed at the Vision Committee meeting 1/14. John questioned how Board members who do not attend Vision Committee would be kept up to date...after discussion, group decided that all Board members would be copied on Vision Committee minutes, and if there were questions/comments, those would be directed to Mike S and Scott R as co-chairs. Amended Communication Plan attached.

Scott stated there were two areas that need to be studied along with planning our vision:

1. Shall we be our own city? A practical look, pros/cons and cost
2. Ground water issues – impact with any development needs to be studied.

Finance Committee - John's report is recorded in Community Meeting Minutes of same date. John stated he needed someone to chair the Fundraising Committee and that we needed to get more members. Carol Y. stated she would think about it, and John is going to call Pat Thurston to request he chair. Group felt we would get more members as we began neighborhood meetings.

No old business.

### **New Business**

David H. reported that a letter to Professor Ribe has been sent requesting his Spring quarter study students to work with the Stafford Hamlet. David stated he would fund the \$600-700 to cover expenses.

Executive Committee: David H. proposed we form an Executive Committee composed of Board officers and immediate past chair. The benefit would be that business could be

handled between meetings with communication to this committee before action taken. It is more efficient for timelines. Nothing would be initiated that hadn't been discussed a prior Board meeting. John stated this would need to be in By-Laws; David will send John other Board by-laws that cover this. Until this is enacted, at each Board meeting, there will be discussion and agreement that the Chair can move forward with items for timeliness of action.

Communication Officer Position: In review with Carol Y. of her work over the last year, Dave H. felt it is necessary to divide the communication duties. Chair would continue to be official spokesperson; newsletter, press liaison; attendance at important city, county and metro meetings would fall to this new position. Board members didn't feel this needed to be a Board position: could be a 'coordinator' within the Board for people in the community who have a special interest area and could attend meetings or read minutes and report back to Board at meetings or via a written summary.

Growth Management Study Work Program: Walt Gamble asked about a Hamlet representative for the Urban/Rural Reserves work study program. After reading the information presented last month by Chris Roth, he felt that this was important for our Hamlet participation. Walt was asked to be our rep, to which he agreed. He will submit application to Chris Roth; Dave H. will send a letter of recommendation.

Walt also suggested that a list of Hamlet residents who would be interested in participating in additional meetings that come from this or C4 group be obtained so that Chris and Dave H. would know who to call on when the need arises. Amy thought this would be an excellent topic to bring up at neighborhood meetings. Kathleen Roles thought that First American Title Company may have access we could use; she will research and get back to Sally. David H. will get all meetings with times, days and broadcast on email.

Board Work Distribution – Carol Y. discussed need to have more Hamlet people step up to help with the work of the Board. “If you are not doing something, please step up.”  
Suggestion: produce a list of what we need; jobs that need to be filled and put out in newsletter, via email and on the website.

Suggestion: Hamlet sign at Borland/Stafford is underused. Have a sign saying “what's your cause? – e-mail website in 10” letters

Letter to New Hamlet Residents: 172 new Hamlet residents were on the Dec 2007 tax list. Sally Q. presented a letter to send to these people including a map and general Hamlet information from Chris. Board approved.

Board phone # list: Sally Q. requested that Board members provide both home and cell phone #s for list that will be emailed to all Board members. Agreement.

Town Hall meetings: Discussion of when next Town Hall meeting will be. We have only scheduled meeting places for the Feb meeting, and need to put our bid in for space soon for March-June. Carol Y. stated that we can call any meeting a Town Hall, we don't have to wait for a big one or have in a larger space. In costing out our Saturday Town Hall

meetings, we spend much more than on the general meetings because school provides custodian presence. Our survey and town hall meeting evaluations have had comments that Saturday AM is not a good time. More discussion at next Community/Board meeting February 18.

Board Retreat: With new Board members, Carol Y suggested we have a Board retreat soon to build relationships. We found this helped a lot in 2007. Group agreed on a Saturday 9-1P...Amy C. will check with Chris for dates; send to Dave H. who will send to Board for availability. Any thought of topics for Retreat to Dave H by Friday, 1/25.

Jurisdictions between CPO and Hamlet: An annexation info sheet was circulated that has been sent to the Hamlet by Lake Oswego. Walt Gamble suggested that it was time to discuss sharing of this type of information with the CPO. It is becoming more important for the Hamlet to know and have input as to what is happening within our boundary area. Sally Q, Carol Y and Ann C from the Board attend CPO meetings regularly; others infrequently. Dave H. will discuss with Sally Visher, CPO Chair. He will also ask Chris Roth if she can suggest how the Hamlet can obtain information about changes in the Hamlet and if there is a way to express an opinion.

David H. asked if there was more business. Being none, the meeting was adjourned at 9PM.

Respectfully submitted,

Sally Quimby  
Secretary and Recorder  
Attachment: Board/Vision Committee Communication Plan

