



Diversity, Harmony,
Community – together we
can make a difference!

WENA BOARD MEETING MINUTES

15 July, 2026 @ 6:45PM

Call to Order	Janet	6:45												
Roll Call of the Board	Janet	2 min.												
Secretary - Approval of WENA Minutes 16 June 2026.pdf (see attached) - Motion to approve by Claudette, seconded by Bob, Janet called for a vote, all approved, none opposed.	Janet	2 min.												
Treasurer - We will receive \$1,072.00 from COG matching grant for newsletter, flyers, website expense, domain name, Zoom. That's \$371.40 less than we asked for (these are last year's figures). <table><tr><td>Printing newsletters (3X per year)</td><td>\$ 918.00</td></tr><tr><td>Website domain and hosting</td><td>\$92.40</td></tr><tr><td>Zoom account</td><td>\$203.00</td></tr><tr><td>Business registration</td><td>\$50.00</td></tr><tr><td>P.O. Box rental at 97024</td><td>\$180.00</td></tr><tr><td>TOTAL</td><td>\$1,443.40</td></tr></table> - Last month: Bank account had \$4,242.47. - We should pay \$1690.06 to Waste Management. (DONE) - We will have \$1590.18 left of those funds after we pay WM. - Vote to pay Janet \$101.94 for 6 months of Zoom. Motion to approve by Claudette, seconded by Robyn, Bob called for a vote, all approved, none opposed. - Estimate picnic expenses - See AI summary, below. - How much to donate to Moose Lodge? \$500. Motion to approve by Janet, seconded by Robyn, Claudette called for a vote, all approved, none opposed. Discussion: we should pass the hat at our public meetings. We have three sources of income, Metro, COG, and donations. It should be called a general operating budget (GOB).	Printing newsletters (3X per year)	\$ 918.00	Website domain and hosting	\$92.40	Zoom account	\$203.00	Business registration	\$50.00	P.O. Box rental at 97024	\$180.00	TOTAL	\$1,443.40		15 min.
Printing newsletters (3X per year)	\$ 918.00													
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TOTAL	\$1,443.40													

Land Use Officer No report.	Janet	0 min.
August picnic plans - Proposal (discussed, above) - How do we thank newsletter delivery people? - We will call the deliverers to invite them to the picnic. Claudette will divvy up the names and send some to each of us. - We decided to give deliverers a coffeeshop gift card each. Approx. \$150 to buy 15 cards. - Move to approve purchase of gift cards for the newsletter deliverers. Motion to approve by Janet, seconded by Robyn, Claudette called for a vote, all approved, none opposed.	Robyn	20 min.
Recruitment brochure for August meeting (Janet will re-purpose the flyer from the cleanup event).	Robyn	1 min.
Survey for WE residents (online—send one week prior to meeting)	Robyn	10 min.
August public meeting plans Agenda - Thank deliverers – say their names and have them stand and we give the gift cards to them. - Approve minutes from March 2026 meeting - Treasurer's report - Complete the survey - Recruitment and elections in November - Bylaws review for November voting	Janet	15 min.
Who's doing what - Get speakers—Janet (done) - Print bylaws 12 copies, Janet (put 1 c on each table and...) - Bring sign-in sheets—Janet - Help with setup and breakdown at Moose Lodge (get volunteers) - AT THE PICNIC: Thank newsletter distributors	Janet	10 min.
Speakers: - Ted Van Beek, police officer liaison to WENA short intro – 5 min. - Carol Rulla, what NAs can and can't do (to get action from COG) – 20 min.	Janet	5 min.
Open Agenda	All	10 min.
Meeting adjourned		8:07

Move to adjourn for the newsletter deliverers. Motion to approve by Janet, seconded by Bob, Janet called for a vote, all approved, none opposed.

**Our next meeting is the August public meeting
August 10, 2026**

WENA Community Picnic Proposal						
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A1	Date					
1	Date	August public meeting (August 11, 2026)				
2	Location	Moose Lodge parking lot (or indoors if the parking lot is unavailable)				
3	Time	5-6:30 p.m. before the public meeting at 6:30 p.m.				
4						
5	Budget Proposal					
6	\$1000 Total					
7	50 Attendees estimated					
8	Item	Pack	Quantity	Cost	Total	Store
9	Sparkling Water	24ct	4	12	48	Costco
10	Cookies				60	Costco
11	Soda				40	Costco
12	Plates & cups				25	Costco
13	Napkin				20	Costco
14	Silverware				20	Costco
15	Fruit Platter				15	Costco
16	EZ Cater Taco Bar		50	15	750	EZ Cater Pepinos
17				Total Exp	978	
18				*with buffer room for additional expenses		
19						
20						
21	Set Up					
22	Preferable: Outdoor tables and chairs - can Moose Lodge provide?	Claudette: Accommodating Janet: Lots of chairs				
23	Option: Inside the meeting room					
24						

Robyn may bump up the estimate because we're going to announce "free food!"

AI SUMMARY

Key Outcomes

The board approved reimbursing Janet \$101.94 for six months of Zoom and voted to donate \$500 to the Moose Lodge. A community picnic is planned before the August public meeting, with a \$1,000 catering budget approved. Robyn will work with EZ Cater (ezcater.com) and we'll have a taco buffet with fruit, cookies, and soft drinks. There will be vegetarian and gluten-free options. The catering dishes will be okay without a heat source.

Recruitment and bylaw review were confirmed as the primary agenda items for the August public meeting, and a neighborhood survey with QR code will be distributed via the newsletter.

Decisions Made

- **Zoom reimbursement:** Janet approved for **\$101.94** (6 × \$16.99 monthly payments). 12
- **Moose Lodge donation:** **\$500** approved for venue support. 3
- **Picnic budget:** Up to **\$1,000** approved covering taco bar catering (Peppino's via Easy Cater, ~\$13/head), drinks, cookies, plates, and a buffer for extras. 4
- **Fruit platter** added to picnic order from Costco. 5
- **Gift cards:** ~**\$10 each** for newsletter delivery volunteers (~15 people, ~\$150 total) from a local Wilkes East coffee shop (Irish Brothers). 67
- **Donation basket** to be reinstated at quarterly meetings to help offset the **\$371.40 shortfall** from the City of Gresham matching grant. 89
- **Bylaws:** 10–12 printed copies for the August meeting; full copy posted to website for download. 10
- **Survey results** deferred to November meeting or newsletter, not presented at August meeting. 11
- **After August, we will begin monthly emails to WE residents**, with one message being our need for new board members, plus other news.

August Public Meeting Plan

- **Format:** Picnic 6:00–7:00 PM (setup from 5:00), public meeting 7:00–8:30 PM at Moose Lodge. 1213
- **Speakers:** Ted Van Beek (police liaison, ~2–5 min intro + contact info); Carol Rulla (~15–20 min on neighborhood association history and value). 1415
- **Business agenda:** Approve March minutes → treasurer's report → recruiting → bylaws overview → delivery volunteer recognition. 1617
- **Volunteer recognition:** Names called, gift cards handed out at the meeting (not the picnic). 17

- **Catering note:** Robyn may increase order quantity given potential for higher turnout. 18

Survey

- **Scope:** Top neighborhood issues, keep/start/stop feedback, which quadrant of Wilkes East respondent lives in. 1920
- **Distribution:** QR code in newsletter + email blast with survey link sent before the meeting. 1321
- **Robyn** to build Google Form, generate QR code, and deliver both to Bob before newsletter goes to press. 2223

Financial Snapshot

- **Current bank balance:** \$4,242.47 (post Waste Management payment). 24
- **Pending deposit:** \$1,072.00 from City of Gresham (check being mailed to P.O. box); projected balance ~\$5,314.47 once received. 925
- **Bob's web hosting invoices** (auto-charged to his Amex, ~\$23.10/quarter) pending submission for reimbursement. 2627

Action Items

- **Robyn:** Build survey, generate QR code, deliver to Bob by Friday; write picnic invitation article for newsletter by Friday; email Claudette picnic logistics (table/chair count, tent, timing) for Steve at Moose Lodge. 2328
- **Claudette:** Contact Steve (Moose Lodge) re: tables, chairs, tent, ice, and parking lot setup; purchase 15 gift cards from Irish Brothers (\$10 each); email board members 2–3 delivery volunteer names each for personal picnic invites. 2930
- **Janet:** Condense recruitment flyer to half-sheet format for printing. Print 12 cc bylaws, and other items TBD. 3132
- **Bob:** Gather and submit outstanding web hosting invoices for reimbursement; reserve QR code space in newsletter. 123

Open Questions

- Whether to hold a follow-up winter community gathering (hot cocoa/coffee event) depending on picnic turnout. 33
- Potential merger with Gresham North neighborhood association if board recruitment fails — flagged as premature but noted. 34