



# Oregon

**State Board of Examiners for  
Engineering & Land Surveying**

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FINANCE COMMITTEE

Minutes of Meeting

December 12, 2008

Members present:

Carl Tappert, Chair

Sue Newstetter

Mari Kramer (excused absence)

Staff present:

Mari Lopez, Executive Secretary

Jenn Gilbert

The meeting of the Finance Committee was called to order at 1:10 p.m. in the conference room of the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) office at 670 Hawthorne Avenue, SE, Suite 220, Salem, OR 97301.

*Board Member Outgoing Recognition Policy*

The Committee reviewed the draft Board Member Outgoing Recognition Policy. **The Committee agreed to present the draft policy during the January Board meeting for approval.**

Additionally, as noted in the policy, the members discussed ideas for the two Board members whose term will expire in June 2009. Ms. Newstetter will inquire with her contacts and provide the Committee members and staff with recommendations prior to the January Board meeting.

*Update on QuickBooks Pro 2008*

Staff informed the Committee on the progress of the migration to the new accounting software, QuickBooks Pro 2008. The information for the 2009 – 2011 budget will be gathered for discussion during the February 2009 Committee meeting. There was no further discussion.

The meeting adjourned at 1:28 p.m.