

OCEAN Board Meeting
Conference Call
June 3rd, 2010 @9:00AM

Meeting started at 9:05 on GoToMeeting.

à Attendance

- ` North Coast: Malysa Page-Columbia SWCD
- ` Lower Willamette: Jeremy Baker-Clackamas SWCD
- ` Upper Willamette: Stacy Polkowske-Lincoln SWCD
- ` Deschutes: Shilah Olson-Wasco County SWCD
- ` High Desert: Marty Suter-Harney SWCD
- ` John Day/Umatilla: Janet Greenup-Morrow SWCD
- ` Snake Basin: Lisa Mahon-Wallowa SWCD
- ` At Large A: Jason Faucera-Clackamas SWCD
- ` At Large B: Laura Smith- Umpqua SWCD

à Minutes

- ` November 5, 2009 minutes need to be approved. We corrected Jeremy Faucera to Jason Faucera and then Jeremy moved to approve the minutes with corrections. Janet seconded the motion and it passed unanimously.
- ` May 4, 2010 minutes were approved with corrections. Lisa motioned to approve, Jason seconded and the motion passed unanimously.

à Financials

- ` The treasurer's report was given with \$7,633.91. Marti approved the report and Jason seconded. The motion passed unanimously.
- ` Jeremy and Jason requested a list of current members and membership by Basin. Janet will get that to them so Jason can send out a list to Basin Reps.
- ` Expenditures Policy
 - Janet did not think there were expenditure policies in place. After discussion, Jeremy volunteer to send out example policies and will have a policy for handling expenditures. The budget and finance committee will be the ones in charge of developing a policy. Lisa will send bylaws and information from RC&D to Jeremy and Jason for examples of bylaws.
- ` Annual Audits
 - The president is incharge of setting up an internal audit committee. He will look up what the criteria is for the audit. Lisa suggested not allowing any officers to be on the audit committee, since we handle money and approve expenditures. She also mentioned that we do not need an audit as a requirement of being a 501c3, but it is a good thing to do.

à Term Limits

- ` After discussion Malysa motioned to have the at large positions A=2, B=3, and C=1. Stacy seconded the motion and it passed unanimously.

à Bylaws

We keep moving forward, opening new doors, and doing new things, because we're curious and curiosity keeps leading us down new paths.

Walt Disney

- There was some discussion on the bylaws and we noticed that some items needed to be changed. The board will work on a new set of bylaws to present at either the October meeting or Connect 2011. Lisa will work on them and send out an example for the board to look at. Please send any comments to her.
- à Meetings (for OCEAN & partner associations)
 - OACD, SWCC, NCDEA
 - With meetings that move around the state we will have the local Rep attend the meeting instead of the President traveling all over the state. This will allow more people to get involved and reduce the costs associated with traveling. This will also reduce time and expenses to the board. Marty will attend the next meeting for SWCC. The board can delegate who, other than the president, can vote at a meeting, according to the bylaws.
 - Karla wanted Jeremy or Jason to attend the Water Quality Staff Meeting on June 10th in the afternoon and explain where OCEAN is going.
 - Jeremy will do some research for the State Technical meeting and see when their next meeting is and how OCEAN fits in that committee.
 - It was decided that as a board we will meet by phone conferences the first week of August and February and in person at the OACD convention and CONNECT. All members are invited to attend any of these meetings. Special meetings may be called but will need to have the proper notifications according to the bylaws. All meetings and meeting materials will be posted on OCEAN's website.
- à Quarterly Reports
 - We discussed what will be in the quarterly reports coming from each Basin to OCEAN. Examples are: What happened? What is coming up? Lisa will keep hard copies of all the quarterly reports. Jeremy will work on an example. Basin Reps are responsible for sending updated staff reports with the Quarterly reports.
- à CONNECT
 - The Big Takeover-we are officially taking over CONNECT. The board officially approved that CONNECT will become the responsibility of OCEAN.
 - First task is to identify funding sources. SWCC will be meeting in August and the *Budget and Finance Committee* needs to have enough together to present at the SWCC meeting. We also need to apply to OWEB for a grant. Also, talk to ODA about them donating time. Shilah suggested Oregon lottery as a possible funding source.
 - As we take over we need someone to help retaining all information and coordinating the process. Lisa volunteered to step up in this position.
 - Marty suggested when presenting to SWCC it would be good to have examples of how presentations impacted or connected to real life. Please send any examples to Marty.
 - For Connect we will need an Education committee, Outreach Committee, and Location Committee. Lisa will work with Karla on what other committees would be needed.
 - Have Basin Reps who have Districts that did not attend contact those Districts to find out why no one from there attended.

à Committees

- Don't just set committees for Connect, but set them for all OCEAN events. A board member must be the chair on each committee. It was pointed out for clarification that board members are ALL representatives including officers.
- Education Committee-
 - Contacting speakers, assigning schedules, coordinating rooms
 - Chair: Shilah
 - Members: Malyssa
- Public Relations/Outreach Committee-website, advertisement, brochures, logo
 - Chair: Jason
 - Members:
- Budget and Finance-annual budgets, applying for grants, presenting to funding agencies
 - Chair:
 - Members:
- Bylaws-Jeremy will contact current members and see if they are interested and will recruit new members.
 - Chair: Jeremy
 - Members: Lisa
- 501c3 Committee-plan movement forward, complete research of what needs done, and keep moving forward.
 - Chair:
 - Members:

*Jeremy will send out the committee list and at the next meeting we will start staffing and explain in further detail what those committees will do.

à Website

- Jason needs to start a new website, which will take some money. Marty motioned to approve up to \$200 for expenses to establish a website. Janet seconded the motion and it passed unanimously

à Next Meeting

- We will have the next conference call on August 3rd and Lisa will send out a Doodle for times of 9, 11, or 1.
- The main focus now is to prepare for the SWCC meeting and sending out committees, jobs, and recruit more people.

à OACD Convention

- Have a presentation on OCEAN and Connect 2010 and 2011 at the convention during the main part, as a lunch presentation or some time where it can be explained to District Directors.

à Meeting ended at 11:30am.