



OCEAN Board Meeting Benton SWCD / Teleconference Minutes

Friday, January 17, 2014 - 2:30PM

Attendance

Jeremy Baker-President	Shilah Olson- Vice President	Teresa Matteson
Walt Barton	Marty Goold	Jason Faucera
Josh Uriarte	Kari Hollander	Tyler Joki
Malyssa Page		

Jeremy called the meeting to order at 2:34PM. Shilah Olson took minutes in Lisa's absence.

Financial Report

OCEAN's current balance is \$4,874.97, pending the deposit of some checks received for annual dues. The board asked what the checks to Lisa Mahon were for (#1134- \$50.00, #1136- \$95.00, #1153- \$50.00). Jeremy said he thought she had purchased a book and paid some filing fees to the Secretary of State, which were reimbursed. It was suggested that a short description be included with each transaction on the financial report. *Josh moved to accept the financial report and Teresa seconded. Motion passed unanimously.*

Meeting Minutes

Jason moved to accept the December 12th, 2013 minutes and Teresa seconded. The motion passed unanimously.

501c3 Update

Jeremy read an email update from Lisa. She will finish the 501c3 narrative soon; it is currently out being proof read. The board needs to create a projected budget for 2014-2016. This does not have to be greatly detailed. The intent is to show the IRS what types of income and expenses are expected, which will help justify eligibility for 501c3 status. Then board needs to pass a financial policy and conflict of interest policy. Once this is done, Lisa will review the application one more time and then send it to the board for review and approval, after which it will be sent to the IRS.

Connect 2014 Partnership & Conference Update

Josh reported that most classes are full and the planning team is in the process of finalizing the details. NOWC and NRCS will each provide \$5,000 towards the conference and SWCS will provide \$100. NRCS and Wallowa SWCD are working on an agreement. Scholarships will be split proportionally between districts and councils. The plan is to send out the registration form and scholarship application and see how many requests come in. The requests will then be prioritized based on need. Josh, Ryan, Shilah, and Lisa will review the requests and then forward them to the rest of the committee. The planning team agreed that it doesn't make sense to require OCEAN membership to be eligible for scholarships this year since we are partnering with councils. Jason is handling the awards again. Shilah, Josh and Ryan Gordon are working on spotlight ideas and Shilah is lining up the keynote speaker.

Connect 2014 Sponsorship

Kari Hollander reviewed the consultant agreement for soliciting sponsors. The board suggested several edits to make the language more consistent and to clarify that no expenses would be incurred by the contractor unless approved. Compensation for contractor services will be commission only based and will be paid at a rate of 7% of all sponsorship contracts collected by the consultant. OCEAN will provide rooms for the contractor at Connect so that they can continue to serve as a liaison to the sponsors. There will be 17 sponsor booths at Connect; Kari needs to see the layout so that she can communicate it to the contractor. Jeremy asked the board to provide any additional edits to the sponsorship agreement to Kari by Tuesday, January 21.

Kari recommended a separation of some of the Connect duties. Columbia SWCD will handle the program layout and banners to alleviate some of the weight from Wallowa SWCD. The programs will be professionally printed this year. Kari has gotten 3 quotes for a magazine size program. The printer will need 3 weeks lead time, although 4 is better. The Connect planning team will need to provide the final draft of the program to Kari by the end of March.

Business Plan: Short / Long Term Planning and Budgeting Meeting

OCEAN needs to develop a 3 year budget for the 501c3 application. The board agreed it would be ideal to have a 2-day work group. Shilah will send out a doodle poll for dates in late February.

Meeting at Connect in Welches

Jeremy suggested that the board have a work session Tuesday evening before Connect. This way some work could be handled before the regular board meeting, which is currently scheduled for Wednesday, April 30.

Conflict of Interest Policy

The board will review and pass the conflict of interest policy at the work session in February.

Conservation Technical Planning Certification

Jeremy reviewed a proposal from WADE for the development of a technical proficiency certification program. WADE has invited OCEAN to be involved. Jeremy will gather more information and bring it back to the board. Walt suggested avoiding duplication of other certification programs. Jason would like to weigh in where we can but would like to see OCEAN focus more on the growing pains we are experiencing as an organization. Jeremy has invited the WADE president to Connect; hopefully we will get an update at the pre-Connect work session.

Committee Updates

Jason provided an update from the communications committee. He has sent out a doodle poll for the committee to meet around the end of January. They will review the marketing plan and awards packet, which he would like to get out in early February. Shilah, Josh and Ryan Gordon are working on the spotlight. We have skipped the OCEAN partnership award for the past few years; the board should decide if we want to continue that award. Jason will send out a formal packet for employee of the year. The committee is also working on a member welcome package and the next edition of the newsletter. Contact Jason if you would like to join the communications committee.

The meeting was adjourned at 4:13PM.