



OCEAN Board Meeting
Teleconference
Minutes
Thursday August 13, 2015 - 2:30PM

Attendance

Jason Faucera-President
Rhonda Black

Tyler Joki
Walt Barton

Janet Greenup
Brenda Sanchez

Jason called the meeting to order at 2:35PM.

Recurring items

Minutes – June 11, 2015 meeting minutes were approved. *Brenda moved to accept the June 11, 2015 meeting minutes and Tyler seconded. With no further discussion the motion passed unanimously.*

Financial report – There have been very few transactions since our last meeting. *Rhonda moved to accept the financial report and Janet seconded. With no further discussion the motion passed unanimously.*

Organizational Calendar – It was determined the calendar should be discussed with a full Board present. Jason suggests we commit to focusing on CONNECT in 2016 and to forego talk of taking on any additional tasks as he feels there is not enough board and member support to do anything more.

Committee update

Jason informed the board that he would no longer appoint committee chairs but would instead ask for board action. His explanation was that he feels that since committees are created by the board, their chairs should be appointed by the board as well, making the board ultimately responsible for evaluating their performance.

Fundraising – Jason spoke of the importance of the fundraising committee and suggested the committee should begin working very soon on securing funds for the next CONNECT. Jason stated the need for quick follow-up with interested sponsors, and cited the importance of developing relationships with sponsors more actively and successfully. Jason went on to discuss how fundraising efforts and tasks need to be completed by the committee, and not passed on to the CONNECT committee as he felt sponsor relations would benefit from a single point of contact. The only contact sponsors would make with the CONNECT Team would be to send in their check and registration form, and the CONNECT Team would send out thank-you letters. The rest of the relationship would be handled by the committee. Tyler will continue on as the Fundraising Committee Chair and stated he will work to be sure the committee meets the needs of the board and organization.

Education – No discussion on the Education Committee

Finance – Jason stated the Finance Committee will continue with the current members and would like the Board to appoint him as the Chair. **Action proposed for next Board meeting.**

Communications – Jason stated the Communication Committee met briefly by telephone. Discussion focused on blog articles and the newsletter. Brenda said she would be interested in chairing the Communication Committee. **Action proposed for next Board meeting.**

Regional Updates – There were no regional updates.

Regional rep job descriptions – Brenda began the discussion on the Regional Rep Job Description in the absence of Liz Graham. Liz had scheduled a teleconference for Regional Reps to discuss changes to the description. The meeting did not occur due to a lack of availability but Regional Reps were able to provide Liz with their written inputs. The new Regional Rep Job Description was provided to the Board. Brenda discussed how language was added to describe the exact role of Regional Reps in more detail. Discussion continued on the matter of adding “Attending Board meetings” as a duty to the description. The new Regional Rep Job Description needs an action for approval and will be proposed at next Board meeting. **Action proposed for next Board meeting.**

Continuing Items

Partnership Reports – OACD and NOWC have been partnering together to share resources. Jason is working at 0.4 FTE for the Partnership on communications and conference planning. Another task he will undertake is to streamline the communications process and structure within the partnership.

Strategic Planning Follow-Up – Discussion was tabled until next Board meeting

2016 Business/Marketing Plans – Jason suggested that the budget be created similar to the current budget. The board was unable to follow up on strategic planning discussions from February, so Jason recommends that tasks for 2016 remain the same as the current year as well. Jason will update the business and marketing plans to reflect that suggestion. The budget, business plan, and marketing plan will be presented for board review at the next board meeting.

New Employee Handbook – The handbook was submitted to OACD, who were asked to review it at their last board meeting. No comments were provided. Jason suggests we move forward to complete it and promote it through our regional reps.

Bonding for Treasurer and Vice President – Janet made some requests for information. No figures have been determined. It was decided this item would be forwarded to the Finance Committee for discussion and determination.

Membership List – There is no current updated list. We have a list from Wallowa SWCD. Jason asked Janet to check the list and make sure all Board members have current membership.

Fred Pryor Update – Shilah requested prior to the meeting that the board commit to 20 memberships to lock in the \$199.00 rate with Fred Pryor. Discussion was held for the next Board meeting.

New Items

CONNECT 2016 – Jason indicated that CONNECT planning should start by September and that he would follow up with Lisa to determine the timeline for venue proposals.

2016 Budget – A draft can be determined from last year’s budget. The 2016 budget will need to be approved at the December meeting.

Silent Auction – Janet will again help with organizing the silent auction, but will not be in attendance at the Fall Conference. Walt offered to assist at the conference. Jason will coordinate with Janet on developing materials and promoting the auction.

Additions/Closing Comments

Next Board Meeting-Thursday, October 8th, 2015 at 2:30pm.

The meeting was adjourned at 3:41 PM.

Respectfully Submitted by Brenda Sanchez