

OCEAN Board Meeting
Teleconference
Minutes
Tuesday October 24, 2016 - 2:30PM



Attendance

Jason Faucera-President	Jeremy Baker	Janet Greenup
Lisa Mahon	Walt Barton	Bryan Vogt
Herb Winters	Rhonda Black	

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

Recurring items

Minutes –Janet moved to approve the June 9, 2016 minutes and Walt seconded. With no further discussion the motion passed unanimously.

Appoint Herb Winters to OCEAN Board-Herb will be filling the Columbia Plateau Representative until the next election which will be May 2017. Bryan motioned to nominate Herb Winters to fill the Columbia Plateau Representative position until the May 2017 election and Janet seconded. With no further discussion the motion passed unanimously.

Financial report –Janet explained that there is a difference between the end of the month bank statement and the reports because of an outstanding check and the interest. Jason explained that some of the funds in the OCEAN account are specifically marked for CONNECT. We will discuss this information further when we are developing the 2017 Budget in the upcoming months. Jeremy moved to accept the financial report and Lisa seconded. With no further discussion the motion passed unanimously.

Organizational Calendar –Important upcoming dates in the calendar will be discussed later in the meeting. Jason gave an overview of where the Organizational calendar is located and its purpose.

Committee update

Finance Committee-The committee met in Pendleton to update a few policies to accommodate Shannon keeping our books. The next project the committee will be taking on is developing the 2017 Budget.

Communication Committee-No update at this time.

Fundraising Committee- No update at this time.

Regional Updates –Jeremy reported that Tualatin is going for a tax base this year. There are also some transitions in the Portland area with Brenda Sanchez who moved from SWCD to fill the Water Quality position for ODA. Walt reported in Southwestern Oregon they are helping facilitate the Soil Judging contest, which has been a great partnership. There was a reporter there that did a nice article on the event.

Continuing Items

Partnership Reports

- *Partnership Assessment*-Jason gave an update on the Partnership Assessment. SWCD's are the only participants with two organizations at the table, OACD and OCEAN. Jason said it is awkward having two organizations because all others function with one statewide association and represent both employees and boards. OCEAN is an employee organization, but we do not truly represent employees at the state level since our focus is on education. Amongst ourselves, OCEAN needs to figure out where we fit in the partnership of organizations. The next assessment meeting is November 2nd and Jason asked Jeremy if he would want to attend. Jeremy has a training scheduled but will see if he can make it. During the assessment, Jason made OCEAN's role clear to the partners, emphasizing our educational mission and minimal employee representation.
- *OrCP Monthly Meetings*-Working on developing surveys to see what the needs are and where the gaps are for employees. They will be sitting together once a month to work on the budget for the next round of OWEB funding and solidify the partnership more. All of the assessment partners, OACD, NOWC, OCEAN, and COLT will be part of developing the budget for the next round. There are funding gap issues currently. NOWC is hoping to commit \$5,000 to CONNECT but they will have to see. They are asking for more funds from OWEB. Jeremy asked where all the money is going, and the answer was into the salaries of the NOWC and OACD Executive Directors for their programming with some other funds dedicated to specific deliverables such as COLT activities and in the past, CONNECT. Jason elaborated more on where the different agencies are spending money and time. Jeremy suggested that we could use our 501c3 status to get funding from outside organizations for CONNECT 2017.

[Rhonda entered the meeting]

- *Partnership Budget Support Letter*-Jason presented the letter of support for the partnership budget. This is the same letter as we sent last year. Lisa agreed that we will be able to contribute \$40,000 in match funds from CONNECT 2017 registration. *Walt motioned to send the letter of support and Rhonda seconded. With no further discussion the motion passed unanimously.*
- *NOWC/OACD Meeting*-Jason reviewed the Facilitated Discussion document that was sent out and summarizes the discussion from the OACD meeting. Jason commented that staff may be able to participate and help OACD involve a "younger" generation, which people said is an issue. Jason reviewed what he passed along to OACD that OCEAN needs from them to function. Bryan asked how well attended was the meeting and did anyone else make it to the meeting. Janet attended the meeting as well and her and Jason both reported that what they got out of the meeting was positive. There were 19 districts total represented.

CONNECT 2017

- CONNECT 2017 will be held at the Convention Center in Pendleton, May 2nd-4th.
- Lisa showed the board the outline of how the schedule will be set up.
- Jason asked for Lisa to have the authority to make decisions between meetings if needed. *Janet motioned to give Lisa the authority to make decisions on behalf of OCEAN as long as they are within the CONNECT budget and Rhonda seconded. With no further discussion the motion passed unanimously.*
- One of the board members suggested a speaker from the NOWC meeting in October. Jason will send out information on the speaker.

- Sponsors-Lisa and Jason reminded the board that the sponsorship packet will be the same as last year. This year we will also have a separate registration opportunity for Districts and Councils to display at a reduced rate. Displays will be mixed in with vendors to encourage flow through all the booths.

NOWC Bookkeeping Service Agreement-Jason gave an overview of how the bookkeeping structure will be set up. Jason, Lisa, Janet, and Shannon will meet to discuss details. The approval structure will still go through the board same as before. Shannon will keep the QuickBooks which will help in separation of duties with Janet, Lisa, and Shannon. This will help with keeping the CONNECT 2017 books as well. At this time we do not see any expenses unless it becomes overwhelming. Jason will be developing the agreement on behalf of OCEAN.

Board Member Recruitment/Departures-We need one person for Northwest and two at-large positions on the west side of the state. Nicole Ahr is interested when she returns from maternity leave at the beginning of the year. Please think of other potential board members and let Jason know if you have any suggestions.

New Items.

Reimbursements-Jason went over a reimbursement form that he would like approved by the board and asked for questions. A question was asked why the mileage rate was used at \$0.14 and Jason explained that we use the volunteer mileage rate. *Bryan motioned to pay the reimbursement request and Jeremy seconded. With no further discussion the motion passed unanimously.*

NACD Poster Contest-Lisa explained that we are hosting the state contest this year electronically.

2017 Budget-Jason, Janet, and Lisa will work on the 2017 budget and have it ready for approval in December. Jason will update organizational documents to reflect the poster contest and updated dates.

GoToWebinar Subscription-Shawn, NOWC, signed up for a subscription to GoToWebinar. Jason sent out examples of how NOWC is using the subscription for both WC and SWCD employees. The non-profit rate for the subscription is approximately \$440 per year. Jason suggested the board pay half of the cost so that OCEAN can use it over the next year. Janet and Lisa agreed that this was a good idea for OCEAN to help out and to move closer to goals of offering education outside of CONNECT. Jeremy asked if it was worth the funds if we, ourselves, don't end up using it. The board agreed it was a good partnership investment for OCEAN. *Lisa motioned to pay half of the GoToWebinar subscription for NOWC and Walt seconded. With no further discussion the motion passed unanimously.*

NRCS CONNECT 2019 Participation-NRCS DC's are interested in attending when CONNECT goes back to just a technical training. The board agreed that it was a great idea. *Jeremy motioned to allow DC's to come to CONNECT 2019 and Janet seconded. With no further discussion the motion passed unanimously.*

Additions/Closing Comments

Next Board Meeting-Thursday, December 8, 2016 at 2:30pm.

The meeting was adjourned at 4:22 PM.

Respectfully Submitted by Lisa Mahon