



OCEAN Board Meeting
Teleconference
Minutes
Thursday April 13, 2017 - 2:30PM

Attendance

Jason Faucera-President
Lisa Mahon
Jeremy Baker

Herb Winters
Walt Barton

Janet Greenup
Bryan Vogt

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

Recurring items

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

Financial report FY 2016 –Jason reviewed all the financial documents starting with the FY 2016 financial statements. The Fiscal Year 2016 ending fund balance was \$22,975.65. The board discussed which funds were restricted/CONNECT and which funds were unrestricted. The ending year balance was roughly half unrestricted and half CONNECT. Next, Jason presented the QuickBooks version of the 2017 annual budget and explained some of the category changes in order to make our budget match QuickBooks. Bryan moved to accept the 2016 yearend financial reports and Lisa seconded. With no further discussion the motion passed unanimously.

Financial Report FY 2017-Jason and Lisa explained the income and expenses associated with CONNECT in the financial documents. The board reviewed all the year to date financial reports. Jeremy moved to accept the financial report and Walt seconded. With no further discussion the motion passed unanimously.

Committee update

Committee updates-No committees have met.

Regional Updates –No updates

Continuing Items

Partnership MOU-Jason gave the board a final copy of the MOU that all the organizations (NOWC, COLT, OACD, OCEAN) signed.

OWEB Grant Application- In the last 4 years NOWC and OACD were the only two entities on the OWEB grant capacity agreement. This year OWEB told the four organizations to work together on the Grant Application for the next biennium. This upcoming grant will start in October. Jason presented the deliverables that the partnership is presenting to OWEB for the grant application. OCEAN's portion of the grant would be \$15,000 for a conference planner. Bryan said he liked the idea of OCEAN being the lead for the planning. Based on the quality of feedback we would like to keep that position of leading the conference. The board was concerned about hiring someone outside of the groups to lead

the conference and maintain the quality. Lisa agreed with the board that a contractor would be great to handle the day to day tasks and OCEAN could maintain enough control to make sure that the conference maintains its integrity. *Janet moved that OCEAN commits to planning the conference for 2018 and 2019 using the OWEB dollars and overseeing the contract for those dollars. Bryan seconded the motion and with no further discussion the motion passed unanimously.*

CONNECT 2017-Lisa gave an update on CONNECT. The tracks are full and the final agenda/descriptions will go out this week to attendees. The committee is working on details for the conference such as signs, finalize counts, facility set up, etc. To-date registration is a total of 227 attendees; 18 board members, 107 SWCD employees, 43 NRCS staff, 37 Watershed Council employees, 10 ODA staff, and 12 from other organizations.

Strategic Planning Meeting-The board agreed it's nice to have a strategic planning meeting while everyone is together at CONNECT. People will be tired but yes we would like to meet. Jason, Jeremy, Janet, Lisa, and Herb said they could most likely attend.

CONNECT Cost Reimbursements-Lisa asked for permission to incur expenses if she was not able to get billed for some items. Since these costs will exceed \$300 she asked for board approval. These expenses will be for speaker room costs, supplies, and possibly handouts. *Jeremy motioned to give Lisa the authority to spend up to \$6,500 on CONNECT costs that are reimbursable as long as the proper receipts and documents are submitted. Janet seconded the motion and with no further discussion the motion passed unanimously.*

New Items.

Bookkeeping Updates-Jason reviewed the new payment request forms and the cheat sheet to update the board. Jason will be updating the reimbursement form to be presented to the board in June to match categories.

CONNECT 2018-Pending approval from our partners *CONNECT 2018 will be April 17-19, 2018. Jeremy motioned to approve Seaside Convention Center and Janet seconded. With no further discussion the motion passed unanimously.*

Future conference structure-discussion was moved to strategic planning session.

NRCS Funding Agreement 2018-2020-NRCS would like us to sign a contract to make a commitment to \$20,000 a year for the next 3 CONNECT's 2018-2020. Jason submitted the application but it is in limbo with the potential continuing resolution. Jason would like approval to sign the document. The stipulation is to host CONNECT for the next 3 years. If we do not host then we do not ask for the funds. *Janet approved for Jason to sign on behalf of OCEAN and Bryan seconded. With no further discussion the motion passed unanimously.*

Elections-Up for Election: Jason, Bryan, Lisa, Janet, Northwest Region, Western At-large Rep; Janet, Lisa, and Jason are willing to rerun for election. Bryan is willing to serve if we cannot find a replacement but if someone is interested they can step up. Eastern At-large-Rhonda is currently holding the position but would be willing to step down if someone else would be interested.

Grant Program for Regional Trainings-Jason wanted the board to think about having a grant program to utilize some of OCEAN's unrestricted funds. This program would offer financial support to others, such as districts, who want to host an employee training event.

Additions/Closing Comments

The board is working on how to handle dues since the past couple years they were paid with CONNECT registration. Membership is down this year.

Next Board Meeting-Strategic Meeting at Pendleton Thursday, May 4th.

The meeting was adjourned at 4:34 PM.

Respectfully Submitted by Lisa Mahon