



**OCEAN Board Meeting
Teleconference
Minutes
Thursday March 8, 2018 - 2:30PM**

Board Attendance

Bryan Vogt
Scott Susi
Jeremy Baker

Herb Winters
Cathy McQueeney
Kyle Waggoner

Janet Greenup
Jason Faucera
Shilah Olson

Guest Attendance

Lisa Mahon

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

Recurring items

Minutes – Janet motioned to approve the January 2018 meeting minutes. Bryan seconded the motion and it passed unanimously.

Financial Report – Jason gave a brief financial report referring to the balance sheet, profit & Loss, and budget vs. actual documents in the board packet.

Report is accurate thru January 2018. OCEAN's balance is a bit lower than expected/reported for this March meeting at \$23,000 due to some payments submitted to the CONNECT planning contractor.

OCEAN has requested some money from Oregon Community Foundation and we have started to receive some monies from OWEB for CONNECT Conference.

Cathy motioned to approve the financial report. Herb seconded. Motion passed unanimously.

Calendar Review-

In the interest of time, OCEAN calendar review was tabled.

Committees & Regions

Committee Updates/Region Updates –

No updates were provided.

Continuing Items

Partnership Reports –

OrCP Monthly Meeting - Jason met with Natalie Bennon (a communications and fundraising contractor) who will be speaking at CONNECT about that topic during the partnership portion of the conference. She will be hosting a webinar on March 15th that is open to any who want to participate. OCEAN deliverables for the CONNECT conference within the partnership are being met.

The partnership is discussing holding a special networking Board meeting at 10:30am on the first day of CONNECT for all members of the partnership to attend to facilitate conversation and to get to become more familiar with members of the partnering organizations. Several OCEAN Board expressed interest in attending.

2018 Budget & Business Plan

Jason provided a brief overview of OCEAN's Budget ("4 buckets & General Operations") and the income and layout for the year.

Cathy moved to approve the budget. Janet seconded. Motion passed unanimously.

Jason briefly reviewed business plan.

Scott moved to approve. Bryon seconded. Motion passed unanimously.

Regional Trainings Grant Program

While the Board is in support of moving this forward, decisions are yet to be made on exactly how this grant will operate (broad spectrum vs. focused, eligibility, grant committee, ranking system vs. first come first serve, etc.). Shilah agreed to assist Jeremy and Herb in trying to make some decision surrounding these questions with the goal of rolling the grant out to members at the OCEAN meeting at CONNECT.

Riparian Training Update for CONNECT

OCEAN is contracting with Solid Ground Consulting to create and run this 1 day training that precedes CONNECT. Trainers are sending interview questions to landowners on the fence about riparian plantings to better understand their concerns. 58 people are registered for this course so far.

Poster Contest Report

Jason stated that the award for the poster contest exceeded the \$200 limit and \$250 was awarded. He stated that there is no obvious reason this happened and some wires got crossed somewhere along the line. He requested a motion to offer a one-time increase the limit for the poster contest.

Bryan moved to offer and one-time increase in the limit for the poster contest not to exceed \$250. Cathy seconded. Motion passed unanimously.

Janet updated the Board that she has invoiced OACD twice for last year's poster contest award as per the agreement of cost-sharing the award, and has not yet seen payment. Jason suggested she send the invoice to newly hired Executive Director of OACD, John Keith.

New Items

2017 Tax Prep

Jason updated the Board that this is the first year we are required to submit a tax return and they are due by May 2018. There was some discussion on our requirement to file a return when we filed a post card in 2017. Janet believes we may be able to file another post card this year as our income will not exceed \$50,000 and stated that she will work with Shannon (NOWC). Discussion continued on the possible need to for professional assistance to file should we indeed need to file a full return.

Jeremy moved to delegate Janet the authority to utilize professional tax assistance not to exceed \$500 should she deem it necessary. Shilah seconded. Motion passed unanimously.

Bank Account for Contingency Fund

Jason updated the Board that we could possibly hold an interest bearing account for the organization. Janet stated that we currently have such an account but there may be better rates at another institution. Board decided to revisit this topic at our next Board meeting after CONNECT.

OCEAN Board Elections/Nominations

Jason reminded the Board that he will resigning the remaining year of his Presidency at the Annual Meeting stating that he does not have sufficient time to devote to OCEAN. He also stated that he would not be planning the upcoming Strategic Planning Sessions and requested volunteers to take on this task. Discussion followed on the logistics of the meeting (timing and location). Jason reminded the Board that our policy is to cover expenses (room, food) for those who would wish to stay to participate. Shilah and Herb offered to take on the planning duties of this session because they loved the idea.

Jason requested to know who is planning to remain on the Board moving forward and stated that he had a couple of people who were interested in possibly participating. Everyone on the call stated they were willing to continue to remain on the Board. Scott stated that he would like to remain on the Board but would be willing to step aside if some else had a burning desire to participate.

Janet reminded everyone to be sure that their memberships are up to date for 2018.

Bryan and Herb had to leave the call at 3:35pm.

Shilah, Janet, Jeremy, Cathy, Jason, Scott, Kyle remained in attendance.

CONNECT 2018 Update – Lisa Mahon

Bobby Cochran will be the conference key note speaker talking about unique partnership opportunities with the health industry.

Field trips are coming together and being scheduled. One will be to the Seaside Aquarium to get a behind the scenes look at the conservation work going on. Another field trip will take folks from the top to the bottom of the watershed and visit conservation practices implemented at various locations around that watershed. The third field trip is going to Haystack Rock and learning about tide pools.

The current budget is on track and in good standing (\$4,000 in the black). 180 people have registered for CONNECT to date and \$10,250.00 of scholarships were offered.

Apart from the traditional conference attendees (SWCD's and WC's), members of 9 other organizations have signed up that include NRCS, OWEB, ODA, Oregon Parks, BLM, and DEQ. We're reaching more people!

Liability insurance is required by Seaside Convention Center. Lisa obtained a quote from an insurance agent for \$832.

Janet moved to approve payment to procure conference liability insurance. Shilah seconded. Motion passed unanimously

Lisa updated the Board that there is approximately \$4500.00 of funds available in the CONNECT budget. Discussion commenced on what to do with those funds. Options were to hold it and carry it over to next year's event as seed monies, or whether to purchase "handouts" or logoed give away materials as we've done in the past. Lisa has been investigating options for handouts but hadn't landed on anything solid yet. It was ultimately decided that t-shirts and tchotchkes are out and that *useful* materials (like the power banks, zip drives or zipper pocket portfolio folders) do go a long way in branding our organization and providing benefit to recipients.

Shilah motioned to provide Lisa with a \$2500 budget with which to identify useful handout materials for CONNECT attendees. Janet seconded. Motion passed unanimously.

Lisa updated the Board that she has been staying on top of budgeting for speakers and their travel as there was a slight snafu with one speaker last year which ended up working out fine and all parties were happy with the outcome. That said, Lisa suggested that we create some kind of agreement with CONNECT speakers where all fees (speaker fees, travel expenses, etc.) are known ahead of time to eliminate surprises in the future.

Jeremy motioned to create a speaker agreement for any speakers where the total cost of that speaker's accommodations exceeds \$500. Shilah seconded. Motion passed unanimously.

Discussion turned to CONNECT 2019 as locations for conferences of our size get booked quickly. We talked about trying to host something closer to the middle of the state as well as trying to locate a facility to work with for a couple years in a row. Having conferences in the same location makes the planning much easier as all of the issues are identified in the first year. No decisions were made but Lisa agreed to begin identifying and contacting locations to get a jump on the process for next year.

The meeting adjourned at 4:10 pm
Respectfully Submitted by Jeremy Baker

Next Board Meeting TBD at CONNECT Annual Mtg.