

## OCEAN Board Minutes

August 15, 2019 @ 10:30 a.m.

### Conference Call

#### Attendance:

Jeremy Baker  
Jason Faucera

Shilah Olson  
Herb Winters

Kelly Dawes  
Kyle Waggoner

#### Not Present:

Janet Greenup  
Clint Nichols

Cathy McQueeney

Scott Susi

#### #1 Welcome, Call to order

Meeting called to order at 10:30 a.m.

**Opening Remarks:** Jeremy informed the board that he will not be able to prepare the materials for the meeting in September and asked for someone to step up to help. Jason offered to backup for Clint if he was not able to prep the packet. Jeremy also added a Google doc for tracking time board members spend on OCEAN tasks for use in developing grant proposals. Jeremy asked that board members fill out their hours ASAP.

#### #2 Meeting Minutes

July 18, 2019 and April 9, 2019 Annual meeting minutes were reviewed. It was brought to everyone's attention that the meeting minutes for the April 18 regular board meeting were missing, and that we are unsure who actually took those minutes. Nobody remembered taking the minutes.

Edits: In July meeting minutes a distinction in the proposed board action was made indicating that without an increase in OCEAN's allocation in the OrCP Grant we'd allow Jeremy discretion to pull out of the partnership.

**MOTIONS:** Kelly motioned to approve the July 18, 2019 minutes board meeting minutes with suggested edits for OrCP board direction/Kyle seconded, unanimously approve

Kelly motioned to approve the July 18, 2019 minutes board meeting minutes as presented/Herb seconded, unanimously approved

#### #3 Treasurer's Report

Kelly –There is a balance of \$27,883.70 in checking as of July 31, 2019.

Kelly reported that there are still a few July transactions missing. Transaction detail was reviewed. Notable transactions include the Sunriver deposit and the CONNECT planner's deposit.

**MOTION:** Kyle motioned to approve the Treasurer's Report as submitted/Jason seconded, motion passed unanimously

#### #4 Review of Action Items

Jeremy referred to the Action Items list on the Agenda and reviewed the progress of each item.

### **March Items:**

- Website Updates – Jason indicated that he has not had time to address removing the directory from the website.

### **July Items:**

- Doodle poll for Executive Coordinator RFP and hiring committee formation – Jeremy will complete in the coming weeks

## **#5 CONNECT**

**Introduce Daphne** – Jeremy introduced the new CONNECT planner, Daphne Plump.

**Review Sponsorship Prospectus** – Daphne presented the save the date sponsorship packet and banner design. For the banner she removed the other three OrCP partner logos from front and added the text “12th annual” to convey longevity to potential sponsors. She also added the tag line: “CONNECTing to advance Oregon’s conservation efforts.” The rest of the packet contained a short letter to potential sponsors and minimized and clarified the sponsor opportunities. Daphne recommends to the board that they hire a photographer that will help sell the conference to sponsors.

Sponsors options were renamed to more generally accepted level names (i.e. gold, silver). Daphne proposed a lower level sponsor rate of \$250, and proposed lowering the exhibit space rate to \$400 to entice new sponsors. Board consensus was to have a bit higher exhibit space rate so it was increased from \$400 to \$750. Jason asked about having Districts and Councils be able to exhibit for \$95. Daphne will try to accommodate all that want to display, but space is limited. Jeremy emphasizes we need to make money on all exhibitors. Board consensus was to change friend of OCEAN and scholarship sponsorship rates to 100+.

Daphne will start reaching out to sponsors by the end of the week so that they have the packet in time to consider before their budgets are set for 2020. Daphne will reach out to most sponsors, but is open to others bringing in dollars. We deferred discussing how to use sponsorship dollars to September.

**MOTION:** *Jason motioned to delegate authority of selection and engagement of the contractor for the CONNECT RFP to the CONNECT Conference Planner Selection Committee in an amount not to exceed \$15,000/Clint seconded, motion passed unanimously*

**Planning Meetings** – The request for planning team members was sent out, and Daphne received a lot of interest. A master list of contacts was created from several resources. Daphne wants to have the first planning team meeting next Wednesday, September 21. The initial plan is to have volunteers divided into four distinct responsibility area: tract/session, field trip/entertainment, conference staff, and silent auction.

## **#6 OCEAN Workloads/Timelines**

**NRCS Grant Update** – An NRCS Grant opportunity is open for applications on Grants.gov. Herb gave an overview of his interactions with NRCS Oregon leadership and of what is needed to complete the application. Herb will need information from OCEAN board members and will send a questionnaire out asking for the information he needs. He will need responses from board members as soon as possible.

Jason offered to assist with the application and brought up that signatory information in Sam.gov still reflected his time as President, and that he is the authorized signer for OCEAN in the Sam.gov system. Jason contacted NRCS and their recommendation was to move forward with the information as listed and to wait until after the grant is submitted to make any changes.

**MOTION:** Kyle motioned to authorize Jason to sign the grant application in Grants.gov on behalf of OCEAN/Kelly seconded, motion passed unanimously

**Executive Coordinator Position** – Jeremy asked folks to look at the description online and provide feedback.

## #7 **Partnership Reports and Updates**

**OrCP MOU** – Jeremy invited Courtney about the Partnership Grant and expectations. Pre-partnership grant, there were several grant with each of the partners and the parameters were confusing. OWEB wanted to have just one agreement with the Partners for collective deliverables. OWEB has stopped investing in other conferences, and only in CONNECT because of budget limitations. OrCP received a large increase in deliverables in return for their increased investment.

Asked the board to continue the investment because of the deliverables they have received. Jason asked what OWEB's interpretation of the impact of CONNECT. Courtney feels that the conference has been a big piece of the deliverables for the Partnership. Jeremy talked about his goals for the discussion. OWEB fully supports OCEAN as the delivery mechanism for CONNECT and feel we are doing a phenomenal job. Jeremy expressed his difficulty in getting the partners to recognize how broadly CONNECT affects the partnership. One of the lenses they'll look through when reviewing the grant is that they aren't sure how much more they want to invest in the conference.

Courtney is willing to meet with the partnership to help have a discussion of how connect fits into the partnership. Jason made the point that OCEAN is getting pigeon-holed as a District only org, and that we've tried very hard to be inclusive, but that we haven't been reciprocated on that point. Jason asked to hear that OCEAN is not just a District organization from someone beside OCEAN.

Jeremy reviewed the upcoming grant application to get feedback from the board. They will meet Monday and hash out some of the issues that are outstanding. Jeremy will continue to push for OCEAN to receive more dollars for CONNECT in that process focusing on how much value we bring across the partnership. If no additional dollars are provided there was board consensus that we'll continue to be a partner and participate in the grant.

Next board meeting will be held on September 19, 2019 at 10:30 a.m.

Meeting adjourned at 12:25 p.m.

Respectfully submitted,

Jason Faucera

OCEAN Secretary