

OCEAN Regular Board Meeting Minutes

December 17, 2020 @ 10:00 am



boardmember@oceanconnect.org

Item #	Time	Board Meeting Agenda Item	Purpose	Presenter	Packet Materials <i>please review</i>
1	10:00 am	Welcome and Call To Order		Baker	
<p><u>Overview:</u></p> <ul style="list-style-type: none"> Attendance: Jeremy Baker, Janet Greenup, Clint Nichols, Cathy McQueeney, Kelly Dawes, Scott Susi, Jason Faucera Review/approve agenda. The meeting was called to order at 10:08 by Jeremy. Announcements Jeremy mentioned the partnership survey sent by Jan Lee for ideas for webinars 					
2		Review meeting minutes		Greenup	2.Nov 2020 Mtng Min DRAFT
<ul style="list-style-type: none"> The minutes of the November meeting were unanimously approved as submitted with a motion by Jason and seconded by Scott. 					
3		Treasurer Report		Dawes	3a.OCEAN Q1-November 30 2020 Financials 3b.OCEAN Budget Wrkbk FY21 DRAFT
<p><u>Overview:</u></p> <ul style="list-style-type: none"> Q1 to Nov 30 Financials. Kelly reviewed the balance sheet and explained the changes since the last meeting. The treasurers report was unanimously approved by a motion by Jason and seconded by Scott. 2021 Budget. Kelly presented her draft budget for 2021 and explained the entries. Some discussions included: Travel, online vs in person, fees & insurance, conference planner cost, scholarships, sponsors, registration cost, training grant. Changes were made with Board input. The 2021 Annual budget was unanimously approved as amended with a motion by Jason & seconded by Cathy. 					
4		OCEAN Directory	Update	All	
<p><u>Overview:</u></p> <ul style="list-style-type: none"> Jeremy asked about the status of board members contacting districts for District Directory updates. Good progress is being made. Several districts have contacted Jason for assistance. Jeremy asked that all district be contacted by the end of the year. Promo Flyer: Tualatin SWCD Education Staff is assisting with building the info flyer explaining what OCEAN is and what we do. Review next steps 					
5		NRCS Training Grant Updates	Update	All	5b.OCEAN Exec_Coord Pos Description updates 11.25.2020 5c.Admin Asst Description 2020-03-18
<p><u>Overview:</u></p> <ul style="list-style-type: none"> EC position submissions – Jeremy reported that there was no interest in the position. He and Kelly re-worked the Coordinator work load and will send it out to the board. Jeremy explained how the funding from the grant will work. He said that when the different items are completed, the invoice is sent to NRCS and payment is made. EC Position Updates : Kelly asked about using a temp agency Updates on Admin Coord Position. Jeremy & Kelly also re-worked the assistant work load. Districts interested in partnering. Jeremy reached out to a couple of districts for interest, but no commitment. Kick off Mtng w/NRCS: Herb will set up a meeting with Jason Jeans Next steps: Jeremy asked everyone to look over the changes he and Kelly made and get back to him before 1/1/2021 					

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6		CONNECT 2021	Update	Baker	
<i>Overview:</i>					
<ul style="list-style-type: none"> Review/Discuss Daphne's Examples (see email). Jason asked if Jeremy had reached out to the planning team for their thoughts. Kelly asked if there would be extra charges because of unknown needs. She also said that she would feel better having Daphne guiding us on an on-line format. A motion by Jason and seconded by Kelly passed unanimously for Jeremy to contract with Daphne to plan the 2021 conference. Discuss Format RFP or Services Contract 					
7		Diversity Equity & Inclusion Training	Info	McQueeney	
<i>Overview:</i>					
<ul style="list-style-type: none"> Tabled until the January meeting due to time constraints 					
8		Membership & Dues	Update	Baker	8a.OceanPromotionFlyer_final
<i>Overview:</i>					
<ul style="list-style-type: none"> Jason asked if we were going to raise our membership dues and if this is the correct time to do that. It was decided to wait. <ol style="list-style-type: none"> Flyer from Jason and Scott 					
9		Review of Action Items & Workloads Updates	Update	Baker	
<i>Overview:</i>					
<ol style="list-style-type: none"> Reach out to DM's across the state to get feedback and direction. - JB – not done 2021 draft budget by next board mtng – Kelly. Complete Schedule NRCS kick off mtng to discuss contacts, format of data - Herb/Jason/Clint/Kelly – EC position description and duties (break some off) – JB/Kelly. Complete Daphne on cost for virtual (how many shes done so far) - Complete Finalize membership overview, new member packet by December - Scott/Jason in motion 					
10		Adjourn-	Action	ALL	
meeting adjourned at 12:12 pm					
Minutes Submitted by Janet Greenup					

OCEAN Board Members, Committees and Meeting Dates

Board			Term	Committees				
Rep Areas	Members	Officers		Grants & Agreements	Sponsorship	Regional Training Grant	CONNECT	Website
Columbia Plateau	Herb Winters		2022	x		x		
Eastern Oregon	Kyle Waggoner		2021			x		
Eastern At Large - A	Janet Greenup	Secretary	2021					
Eastern At Large- B	Currently unfilled		2022					
Eastern At Large - C	Scott Susi		2021					
Portland/Salem Metro	Jeremy Baker	President	2022	x			x	x
Northwest Oregon	Currently Unfilled		2021					
Southern Oregon	Clint Nichols	Vice President	2022					
Western At Large - A	Cathy McQueeney		2022				x	
Western At Large - B	Jason Faucera		2021	x	x			x
Western At Large - C	Kelly Dawes	Treasurer	2022				x	

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