

Approved on 1/20/22

OCEAN Board Meeting Minutes

December 16, 2021



PRESENT: Kelly Dawes, Cathy McQueeney, Cynthia Warnock, Clint Nichols, Victoria Fischella, Jeremy Baker, Jason Faucera, Samantha Bourque

ABSENT: Herb Winters, Janet Greenup, Alexandria Scott

1) CALL TO ORDER - President called the meeting to order at 10:06 a.m.

2) MEETING MINUTES - The board approved the November meeting minutes, with a correction to item #6B the word should be “cover” not “over” and #6C at the beginning of the sentence a letter “e” needs to be added to the “Th” to make it the word “The”.

Kelly moved to accept the November meeting minutes with the corrections, Jeremy seconded. All approved unanimously.

3) TREASURER REPORT - OCEAN has \$1,178.42 in the PayPal account and \$37,927.59 in the bank account. For deposits this month OCEAN received \$11.16 from Amazon Smile donations and \$7,840.00 from NRCS to close out the last CONNECT grant. OCEAN is waiting on \$25,464.00 from NRCS and an additional final payment of \$3,850.00 for the OrCP agreement.

Victoria moved to accept the financials as presented, Jason seconded. All approved unanimously.

4) OCEAN BUDGET 2022 - Kelly showed the rest of the board the draft 2022 budget which is in the same format as previous years. One thing that is different is that instead of putting everything under the NRCS program section of the budget, the indirect cost that can be collected from NRCS will be posted to the operations section. The reasoning for doing this is that there may be some hours that the contractors are working for OCEAN that are not directly covered by the NRCS grant, but may still be covered under indirect costs. After a few adjustments, Kelly said she would upload the updated OCEAN budget to the google drive before the January board meeting for review. The OCEAN budget can be amended if needed. At the January meeting the board will need to talk about the maximum amount of people who can attend in-person, venue options and how many sessions will be live streamed for the virtual option.

5) CONNECT 2022 - The board discussed the first set of CONNECT budget numbers sent from Daphne Plump (CONNECT contractor) to include in the OCEAN 2022 budget as requested at the November board meeting. The board discussed the CONNECT budget provided and Jeremy volunteered to work with Daphne before the next meeting to get some more finite numbers. It was agreed that a more conservative number should be used for registration (based on previous year’s profit) but the rest of the numbers provided give Kelly something to work with for the OCEAN budget. The next step in conference planning will be for Daphne to reach out to the partners to see who wants to participate in planning and to start setting up planning meetings.

6) UPDATE ON HOOPLA CREATIVE’S WORK - Hoopla Creative has finalized the new home page but the subcommittee of the board working with them has not seen a draft yet. Samantha shared photos

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with them to put on the new website and they have the outline of what OCEAN wants the site map to look like. Jason has been talking with the new directory developer (subcontractor working with Hoopla Creative) and they have the bare bones of it built. They have been moving the existing database to the new platform to replicate what already exists, but they are getting close to their budget. They have showed Jason the working version of the login and it is super functional. Over time OCEAN is going to need to develop tools beyond the directory for Samantha to track elements of the NRCS grant. Since it will be a while until there is function on the new website, Jason built a couple tools into the current site to keep things moving.

7) CONTRACTOR'S UPDATE - Samantha will be reaching out again to the partners in the New Year to find out what their needs are because she did not receive any response to her previous email. Some support may be needed from members of the board to aide Samantha in her efforts to collect information for the NRCS grant deliverables. She did receive a response from 13 people about planning re-certifications before the end of the year and passed that information on to Cory Owens at NRCS. There will be work in the New Year touching base with partners who didn't make the end of the year deadline to help get them re-certified. Recently, Alexandria and Samantha both did an in-depth training with NRCS on the EZ Fed Grant System to understand what people need to be doing for their grant reporting. Samantha will follow up with Jason Jeans in the New Year to get the list of people who are not up to date on their reporting and see if we can help those folks get the things uploaded that they need to.

8) ITEMS ADDED TO THE AGENDA -

OrCP MOU Update - The partners agreed to omitting the CONNECT budget stipulation on the OrCP MOU and said that they would send a signed version of it to Cynthia soon.

Quarterly Agency Meetings - Cynthia recently attended a quarterly meeting of the agencies (NRCS, ODA etc.) to find out any agency updates. These meetings will be starting back up again and the next one is March 15th.

Cynthia adjourned the meeting at 11:25 a.m. (no motion was made).

Meeting Notes Submitted By: Alexandria Scott, OCEAN Administrative Support Contractor