

OCEAN Regular Board Meeting -October 17, 2019 @ 10:30 am

Teleconference #: 866-906-9888

Participant Code: 6842640

boardmember@oceanconnect.org



Board Meeting Draft Minutes

In Attendance: Jeremy Baker, Jason Faucera, Cathy McQueeny, Janet Greenup, Clint Nichols, Herb Winters, Kyle Waggoner, Kelly Dawes, Scott Susi

Absent: Shilah Olson

| Item # | Time | Board Meeting Agenda Item | Purpose | Presenter | Packet Materials <i>please review</i> |
|---|-------|--|-------------|-----------|---|
| 1 | 10:30 | Welcome and Call To Order a. Review/approve agenda b. Announcements (2) | Info/Action | Baker | |
| <p>Jeremy called the meeting to order at 10:36 a.m.</p> <p>The agenda was approved without any additions or changes.</p> <p>b1. After having discussions with executive committee members and their workload, we discussed possible personnel changes to that committee.</p> <p>Jason's workload is too much at this time to continue on as Board Secretary. Jeremy accepted his resignation as Board Secretary, but Jason will remain on the board. In his place, Janet has volunteered to fill this role. Kelly will step into Janet's role as Board Treasurer. Cathy offered to continue taking minutes but Jeremy thought it would be best to retain this responsibility with the Secretary.</p> <p>MOTION: <i>Clint motioned to approve accepting Jason's resignation as OCEAN board secretary, to approve appointing Janet as OCEAN board secretary to replace Jason, and to approve appointing Kelly as OCEAN board treasurer to replace Janet /Cathy seconded. Motion passed unanimously</i></p> | | | | | |
| 2 | 10:40 | Review meeting minutes a. Sept Mtng Minutes | Action | All | 2a |
| <p>Jason was not able to complete the September meeting minutes. <i>This item is tabled until the November meeting.</i></p> | | | | | |
| 3 | 10:50 | Treasurer Report | Action | Greenup | 3a.BankStatement Sept 2019 3b.FauceraReimburment2019-10-11 |
| <p><u>Overview:</u></p> <p>Janet did not have an official Treasurer's Report.</p> <p>a. The September bank statement was included with the meeting attachments</p> <p>b. Jason requested reimbursement of his personal expenses for renewing the OCEAN Connect website.</p> <p>MOTION: <i>Janet made a motion and Kelly seconded to approve reimbursing Jason for these expenses. Motion passed unanimously.</i></p> | | | | | |

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|---|-------|--|-------------|-------------|-----|
| 4 | 11:00 | Review of Action Items | Info | | |
| <p>Discussion: Do we want a strategic planning meeting in The Dalles in March? Solidify by the November meeting.</p> <p>Jeremy asked Kelly to have an OCEAN budget by January1</p> <p>Jason has not had the time to complete this item. Jason commented he should be able to complete this by the first of 2020.</p> <p>Jeremy - Doodle poll for Executive Coordinator Committee was completed. A draft RFP for the EC has also been completed and sent to board members. Cathy is working on a ranking sheet for EC selection, using a template designed by Kelly. The committee will discuss these items and get back to the Board.</p> <p>Further discussion of Executive Board changes. Discussion on officer changes. Kelly will work with Shannon and Jason on transferring the Quickbooks detail to Kelly. Kelly stated the current bank and accounts don't need to change location because of the availability of online banking.</p> <p>MOTION: Jason moved and Scott seconded for Janet to continue to write checks for the short term until Kelly is added as a signer on the bank account. Janet as Secretary and Kelly as Treasurer will be the signers on behalf of the organization. Motion passed unanimously</p> | | | | | |
| 5 | 11:10 | CONNECT 2020 a. Updates <ul style="list-style-type: none"> • Conference Budget • Discuss next steps • Sponsorship Prospectus • Planning Meetings | Action/Info | Baker/Plump | 5a. |
| <p><u>Overview:</u></p> <p>Daphne Plump was on the call to discuss plans, progress and activities for Connect 2020.</p> <p>The Board requested adjusting the Early Bird registration timeline from December to January and from 3 weeks to 4. The registration fee was also discussed with a request to lower it because of attendees budget limitations. A save the date card will be sent early in November.</p> <p>Approximately 8 tracks will be available and each track will have a \$1500 to \$1600 budget to work with.</p> <p>MOTION: Janet made a motion to accept early bird registration time frame and start date, and Kelly seconded. Motion passed unanimously.</p> | | | | | |
| 6 | 11:25 | OCEAN Workloads/Timelines | Info | Baker | |
| <p><u>Overview:</u></p> <p>a. NRCS Grant – check in with Winters on progress, needs from the board (what is the name of this grant?)</p> <p>b. EC Position Update – Baker update</p> <ol style="list-style-type: none"> 1. Position description progress – Baker- SEE ITEM 4 2. Ranking tool progress/needs – McQueeney- SEE ITEM 4 | | | | | |

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|--|-------|--|------|-------|--|
| 7 | 11:35 | Regional Training Grant | Info | Baker | |
| <u>Overview:</u> Discussion of what to do with unspent funds. This will be included in the November meeting. Jason suggested rolling the funds into the next budget. | | | | | |
| 8 | 11:45 | Partnership Reports/Updates a. OACD Fall Business Mtng b. OrCP Updates c. NRCS Partner Grant | Info | Baker | |
| 8. a. Jason and Janet are planning on attending the OACD Annual Meeting in November b. Jeremy has been working with OrCP on the budget request. He is still waiting on the final budget request. c. The NRCS grant is still in the works for a 3 year timeline for \$60,000. | | | | | |
| 9 | 11:50 | Adjourn | Info | Baker | |

Submitted by Janet Greenup