

**Approved 6/16/22**

# **Oregon Conservation Education & Assistance Network Board Meeting Minutes May 19, 2022**



Oregon Conservation Education  
& Assistance Network

**PRESENT:** Cynthia Warnock, Clint Nichols, Kelly Dawes, Cathy McQueeney, Victoria Fischella, Jeremy Baker, Daphne Plump (Contractor), Alexandria Scott (Contractor)

**ABSENT:** Janet Greenup, Herb Winters, Jason Faucera (Contractor)

**1) CONNECT+ 2022** - Daphne Plump (CONNECT+ Contractor) provided an update to the board on how CONNECT + conference planning is going. The call for abstracts deadline is June 10<sup>th</sup> and she is hoping to launch the online conference registration that following Monday. The next planning committee meeting is May 24<sup>th</sup>. Sponsorships are starting to come in so far OCEAN has received \$3,200.

**2) CALL TO ORDER & REVIEW OF MEETING AGENDA** - The President called the meeting to order at 10:12a.m. once there was a quorum. There was one addition to the meeting agenda; discuss the Annual meeting in June.

**MEETING MINUTES** - The board meeting minutes for April were up for review/approval at this meeting.

*Cathy McQueeney moved to accept the April board meeting minutes as presented, Clint Nichols seconded. All approved unanimously.*

**3) TREASURER REPORT** - OCEAN has \$14,456.75 in the bank account and \$1,226.93 in the PayPal account. The \$25,464.00 in NRCS funds should be coming in today. A claim of \$10,000 has been submitted to NRCS for CONNECT+ the board is just waiting on the funds to come in to before doing the SAM registration. The new bank account has been opened with Umpqua Bank and Cathy McQueeney has received the new debit card in the mail. Cathy McQueeney will give Jason Faucera the new debit card information for the \$10.00 monthly charge for the GreenGeek web hosting.

*Jeremy Baker moved to approve the financials as presented, Victoria Fischella seconded. All approved unanimously.*

**4) CONTRACTOR UPDATE** - Alexandria Scott (Administrative Support Contractor) gave an update on her work keeping OCEAN organizational matters up to date. Her recent project was creating a financial folder in the google drive so all OCEAN financials can be found in one place. Jason Faucera (Programs Contractor) was not able to make this board meeting, but can submit an update on the NRCS grant deliverables to the board when he is back in the office. The board voted to give Jason Faucera the authority to handle the SAM registration renewal on behalf of OCEAN.

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*Victoria Fischella moved to approve giving Jason Faucera the authority to handle the SAM registration renewal on behalf of OCEAN, Jeremy Baker seconded. All approved unanimously.*

**5) UPDATE ON HOOPLA'S WORK ON THE NEW WEBSITE** - Jeremy Baker and Victoria Fischella are working diligently with Hoopla Creative to put the finishing touches on the new website. Jeremy shared a link (<https://ocean-wp.openfunction.website/membership>) with the board so that they could look at what has been produced thus far. Alexandria Scott helped Kelly Dawes create a spreadsheet with the links to all publicly posted District calendars in the state and that information will be added to the new site as a resource.

**6) POSTER CONTEST** - Cynthia Warnock has been getting requests and inquiries about the state poster contest and was wondering if it is something that the rest of the board would support sponsoring for first place awards? She will follow up with Jan Lee from OACD as well to see what has been done in the past. The board was in support for sponsoring, but will need further discussion to decide on an amount to contribute.

**7) NEW BOARD MEMBER** - Cynthia Warnock shared with the rest of the board that she would like to nominate Deric Carson with Union SWCD for one of the East Side Representative At-Large positions. The board said to invite him to the Annual meeting in June to accept the nomination.

**8) ADDITIONAL ITEMS** - Jeremy Baker asked to add the Annual Meeting as an agenda topic at the beginning of the meeting. The meeting will have the normal agenda items for an annual meeting such as presenting the financials, OCEAN's accomplishments for the year and new board member elections. The length of service awards will be presented at CONNECT+ in the fall. Jeremy asked if an update on Envirothon could be added to the agenda, there was no official commitment or objections to this item being added to the agenda. Additional follow up would need to be done with someone from Envirothon to add this agenda item to the Annual meeting.

*Jeremy Baker made a motion adjourn the meeting, Kelly Dawes seconded. All approved unanimously.*

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