

**Approved 4/20/2023**

# **Oregon Conservation Education & Assistance Network Meeting Minutes January 31, 2023**



Oregon Conservation Education & Assistance Network

**PRESENT:** Cynthia Warnock (Wallowa SWCD), Cathy McQueeney (Clackamas SWCD), Kelly Dawes (Tualatin SWCD), Jeremy Baker (EMSWCD), Herb Winters (Gillam SWCD), Victoria Fischella (Upper Willamette SWCD), Deric Carson (Union SWCD), Alexandria Scott (OCEAN Contractor), Jason Faucera (Clackamas SWCD & OCEAN Contractor),

**1) CALL TO ORDER & REVIEW OF MEETING AGENDA** - OCEAN's President, Cynthia Warnock, called the meeting to order at 1:11 p.m. There were no additions to the agenda.

**2) BOARD MEETING MINUTES** - The board meeting minutes for the October 2022 board meeting were up for review/approval at this meeting. *Cathy McQueeney moved to accept the October 2022 meeting minutes as presented, Kelly Dawes seconded. All approved unanimously.* Jeremy Baker wanted to submit some clarifying comments on the December notes he will submit them to the administrative contractor outside of this board meeting.

**3) TREASURER REPORT** - Kelly Dawes is still waiting on the \$50,000 in NRCS funds from a request she submitted in November 2022, she has followed up with NRCS on the financial report. 1099 forms were sent out last week to the contractors. Kelly Dawes walked through the OCEAN financials as of December 31<sup>st</sup>, 2022, OCEAN has \$26,129.25 in the bank account. *Jeremy Baker moved to accept the OCEAN financials as presented by Kelly Dawes, Cathy McQueeney seconded. All approved unanimously.*

*Jeremy Baker moved to authorize Kelly Dawes as the OCEAN Treasurer to close the Bank of Eastern Oregon account as there are no future transactions scheduled for this account in the foreseeable future, Victoria Fischella seconded. All approved unanimously.*

*Jeremy Baker moved to approve a donation of \$500 to the Chinook Tribe for the CONNECT+ keynote speaker and the purchase of gift cards for the CONNECT planning committee members in the amount of \$50 per person and a total of \$400, Victoria Fischella seconded. All approved unanimously.*

*Deric Carson moved to accept the 2023 OCEAN budget as presented by Kelly Dawes, Victoria Fischella seconded. All approved unanimously.*

**4) CONTRACTOR UPDATES** - Jason Faucera has a meeting later today with Casey Lathrop from NRCS to re-spark conversations about the conservation planner certification deliverable of the NRCS grant. When OCEAN transitioned the new website it complicated Jason's ability to work on the back end and he needs some training from Open Function Computers to be able to work on the directory. The board was supportive of training so that OCEAN can be more self-sufficient with website and directory updates. Alexandria Scott sent the second newsletter out at the beginning of the year and received positive feedback from a few districts. She has worked with Hoopla Creative to get the CONNECT 2022+ materials and second newsletter uploaded to the website. Hopefully in the coming months the OCEAN board can set some goals on website content to draw more folks to the website.

**5) CONNECT 2024** - The board discussed some feedback that Cynthia Warnock received from the partners on having a CONNECT conference in 2024. Conferences on odd years are difficult to plan with the legislative session. After much discussion, there is still a desire to move forward with a CONNECT in

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spring 2024. The OCEAN board will need to review the CONNECT 2024 RFP draft and make edits before the next board meeting so that it can be voted on and distributed afterwards.

**6) OCEAN CONTENT** - Going into a new year Alexandria Scott would like to brainstorm with the entire board what kind of content should be posted on the website to draw in district employees. Setting a goal of a quarterly goal is more attainable than monthly given the response time of the website committee.

**7) ADDITIONAL ITEMS** - The February board meeting will need to be rescheduled because Kelly Dawes and Cathy McQueeney have a conflict. The March board meeting will need to also be rescheduled because Jeremy Baker has a conflict. Alexandria Scott will put together doodle polls and send them to the group to get these meetings scheduled.

**8) ADJOURN** - *Jeremy Baker made a motion adjourn the meeting at 2:31 p.m., Victoria Fischella seconded. All approved unanimously.*

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