

Approved 4/17/24

Oregon Conservation Education & Assistance Network Board Meeting Minutes March 21, 2024



Oregon Conservation Education
& Assistance Network

PRESENT: Cynthia Warnock (Wallowa SWCD), Cathy McQueeney (Clackamas SWCD), Kelly Dawes (Tualatin SWCD), Jason Faucera (Clackamas SWCD), Herb Winters (Gilliam SWCD), Jeremy Baker (Multnomah SWCD), Jill Smedstad (Jackson SWCD), Victoria Fischella (Upper Willamette SWCD), Daphne Plump (CONNECT Conference Planner), Alexandria Scott (OCEAN), Morgan Neil (Polk SWCD)

1) CALL TO ORDER & REVIEW OF MEETING AGENDA - OCEAN's President, Cynthia Warnock, called the meeting to order at 1:07 p.m. No additions were made to the agenda.

2) BOARD MEETING MINUTE APPROVAL - *Jeremy Baker moved to approve the February 2024 board meeting minutes as presented, Victoria Fischella seconded. All approved unanimously.*

3) TREASURER REPORT - Kelly Dawes met with Daphne Plump after the last board meeting to go over the CONNECT+ 2024 budget with a fine-tooth comb to correct those values into the OCEAN budget for 2024. A copy of the OCEAN 2024 budget can be obtained in the OCEAN google drive. *Jeremy Baker moved to approve the OCEAN annual budget for fiscal year 2024, Kelly Dawes seconded. All approved unanimously.* Kelly Dawes also presented the OCEAN financials as of February 29th, OCEAN has a total of \$108,318.76 in the bank. In the NRCS column of the financials it shows a negative balance of \$6,000.16, that is because NRCS needs to be billed. *Cathy McQueeney moved to approve the February 2024 financials as presented, Jill Smedstad seconded. All approved unanimously.*

4) CONNECT+ 2024 - Daphne Plump joined the meeting to give a brief update on CONNECT conference planning. Program was released today there will be some updates as far as the program goes because there are some requests to change timeslots. There are 4 presenters that have now requested to present virtually, the first 2 had been already approved. There was some discussion about the pros and cons about allowing 2 more, Daphne Plump only has 2 zoom licenses, so we can't have more than 2 sessions running at the same time at the conference. There was also concern about Wi-Fi reliability for streaming on zoom, right now we only have access to the general Wi-Fi at the resort if we want stronger Wi-Fi that would cost more money. The board agreed if more licenses are needed, we could use their district licenses for zoom and hotspots can be used if bandwidth is a concern. Daphne Plump said she would follow up with those 2 new presenters to see if they can reconsider the virtual presentation and come in person. No more virtual presentations will be considered.

Sun River wants to charge \$45,000 to use the projectors/screens in the rooms we are already paying to rent the rooms, Daphne Plump is going to try and talk them down on this number. She is also still trying to negotiate with them on food because prices have gone up since 2020. The electronic version of the conference program will be available on the web app and there will be a much more simplified version of the program that will be printed (limited supply) in case people want that instead.

The board would like to do length of service awards at the conference this year but Jason Faucera will need a hand from a board member passing out the awards. Cynthia Warnock is looking at previous annual meeting agendas to develop the annual meeting agenda for this year. There will be 2 silent auctions at CONNECT this year, one of which the proceeds will go towards helping out a Gilliam SWCD employee in need (Herb Winters brought this to the board for consideration at last month's meeting). There will also be 2 QR codes available at the conference for people to either donate to that employee or to OCEAN.

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5) CONTRACTOR UPDATES - Alexandria Scott had no new updates at this meeting. Jason Faucera is working on the RFP for the communications contractor position and should be getting back the amended contract from NRCS that includes some small changes to the scope of work. Jeremy Baker, Cynthia Warnock and Kelly Dawes volunteered to help review the RFP once drafted. Jill Smedstad offered to be on the interview panel.

At the strategic planning meeting, the board wanted to have people update the district directory at CONNECT and perhaps have drink tickets as incentive to do so. The web app is looking good but the contract with the developer is about to lapse so the board needs to decide whether or not they would like to start a new contract with them. Something to consider is that the hourly rate would be increased. A vote could not be held because the quorum was lost at 2:28 p.m.

6) BOARD MEMBER RESIGNATION - Victoria Fischella will remain on the OCEAN board through the CONNECT conference but will then be resigning as she is starting a new job. This will be her last board meeting.

7) ADJOURN- The meeting ended at 2:49 p.m.

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