

Approved 7/18/24

Oregon Conservation Education & Assistance Network

Draft Board Meeting Minutes

May 16, 2024



Oregon Conservation Education & Assistance Network

PRESENT: Cynthia Warnock (Wallowa SWCD), Morgan Neil (Polk SWCD), Cathy McQueeney (Clackamas SWCD), Kelly Dawes (Tualatin SWCD), Herb Winters (Gilliam SWCD), Jeremy Baker (Multnomah SWCD), Jill Smedstad (Jackson SWCD), Cassi Newton (Wheeler SWCD), Kyle Waggoner (Umatilla SWCD), Jodi Johnson (Malheur SWCD), Daphne Plump (CONNECT Conference Planner), Alexandria Scott (OCEAN), Jason Faucera (Clackamas SWCD)

1) CALL TO ORDER & REVIEW OF MEETING AGENDA - OCEAN’s President, Cynthia Warnock, called the meeting to order at 1:09 p.m. No additions were made to the agenda.

2) CONNECT+ 2024 CONFERENCE - Daphne Plump walked through some highlights of the conference that are featured in the post conference report. There were some numbers in the budget that needed to be double checked by Kelly Dawes. She then went over the evaluation results from the 77 participants who filled out the survey. These are also in the post conference report.

3) BOARD MEETING MINUTE APPROVAL - *Cathy McQueeney moved to approve the 2024 Annual Meeting minutes as presented, Kelly Dawes seconded. All approved unanimously.*

4) TREASURER REPORT - Kelly Dawes presented the balance sheet as of April 30, 2024, to the board. As of April 30, OCEAN had \$177,498.48 in the bank, this report does not account for all things from the CONNECT conference. Kelly Dawes will file a claim for reimbursement for the NRCS grant soon. A copy will be emailed to all members of the board.

Figure 1. Profit & Loss for January through April 2024

06/18/24
Cash Basis

	Profit & Loss						TOTAL
	NRCS	CONNECT	Recognition/Awards	Contributions	Operations	Fundraising	
Ordinary Revenue/Expenditures							
Revenue							
Fiscal Year Beginning Balance	-53,647.15	49,893.78	0.00	0.00	2,514.55	0.00	-1,238.82
Contributions/Dues	0.00	0.00	0.00	161.61	0.00	0.00	161.61
Fundraising income	0.00	5,650.00	0.00	0.00	0.00	555.00	6,205.00
Grants/Contracts	49,913.79	30,000.00	0.00	0.00	4,991.38	0.00	84,905.17
Interest income	0.00	0.00	0.00	0.00	2.27	0.00	2.27
Program income	0.00	99,369.16	0.00	0.00	0.00	0.00	99,369.16
Total Revenue	-3,733.36	184,912.94	0.00	161.61	7,508.20	555.00	189,404.39
Gross Profit							
	-3,733.36	184,912.94	0.00	161.61	7,508.20	555.00	189,404.39
Expenditures							
Banking Fees	0.00	7,555.98	0.00	52.52	50.86	16.13	7,675.49
Grant Awards	0.00	0.00	250.00	0.00	0.00	0.00	250.00
Professional Services							
Conference Planner	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00
Contracted Services	10,159.57	30,000.00	0.00	0.00	35.55	0.00	40,195.12
IT Support/Hosting	201.80	0.00	0.00	0.00	0.00	0.00	201.80
Total Professional Services	10,361.37	40,000.00	0.00	0.00	35.55	0.00	50,396.92
Total Expenditures	10,361.37	47,555.98	250.00	52.52	86.41	16.13	58,322.41
Net Ordinary Revenue	-14,094.73	137,356.96	-250.00	109.09	7,421.79	538.87	131,081.98
Net Revenue over Expenditures	-14,094.73	137,356.96	-250.00	109.09	7,421.79	538.87	131,081.98

Herb Winters moved to approve the April 2024 financials as presented, Jeremy Baker seconded. All approved unanimously.

Approved 7/18/24

Oregon Conservation Education & Assistance Network Draft Board Meeting Minutes May 16, 2024



Oregon Conservation Education
& Assistance Network

The numbers for CONNECT that Kelly Dawes calculated are different than the numbers presented by Daphne Plump. OCEAN started with \$49,893.78 and after all of the expenditures OCEAN netted \$5,601.55 in profit. Next year's planning group needs to consider the per person cost of food and cost of AV when thinking about registration costs.

Herb Winters will follow up with Kelly Dawes about how to get the funds raised for Katie from the silent auction once he hears back from her.

5) OFFICER ELECTIONS - The following positions are currently filled and the officers wish to serve in these roles for another year:

- President - Cynthia Warnock
- Secretary - Cathy McQueeney
- Treasurer - Kelly Dawes

Jeremy Baker made a motion to re-elect the officers listed above into their current positions, Jill Smedstad seconded. All approved unanimously.

Cathy McQueeney nominated Morgan Neil for the Vice President position and she accepted. Kelly Dawes seconded. All approved unanimously.

6) CONTRACTOR UPDATES - Alexandria Scott had nothing new to share with the board on the administrative side of things. Jason Faucera 1-year of NRCS grant to hire a communications contractor that will get out success stories and use social media (end of September 2025). Hoping for another year extension on this but we won't know for another 6 months or so. We may be able to expand our training opportunities with NRCS as well. Jason Faucera asked the group if they had any edits on the draft RFP? Kelly Dawes flagged for the group that years of experience may be more important to look at than a degree for requirements. Morgan Neil and Jill Smedstad offered to be on the interview panel once the board has received responses.

We did get quite a few folks updated in the directory at CONNECT and Jason Faucera will get those results to Cynthia Warnock to include in the newsletter. It was suggested that at the next strategic planning meeting what is OCEAN going to be outside of CONNECT and with training? Cynthia Warnock thinks more training would be very beneficial as an offering.

7) CONNECT 2025 - Need to start planning this already. The volunteers for the planning committee include: Jeremy Baker, Kelly Dawes, Morgan Neil, Cathy McQueeney, Jodi Johnson, Jill Smedstad and Cynthia Warnock. The group agreed to meet next Thursday at 1:00 p.m. to start talking about recommendations.

8) ADJOURN - *Cathy McQueeney made a motion to adjourn the meeting at 2:38 p.m., Kelly Dawes seconded. All approved unanimously.*

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