



**Business Meeting  
Tuesday, September 17, 2019  
Courtyard by Marriott  
Benton County**

Meeting called to order at 12:34pm

Counties in attendance (24): Baker, Benton, Clackamas, Clatsop, Gilliam, Grant, Harney, Jackson, Jefferson, Josephine, Klamath, Lake, Lane, Lincoln, Malheur, Marion, Multnomah, Tillamook, Union, Wasco, Wallowa, Washington, Wheeler, Yamhill.

Slate of Officers:

- Jefferson County, President
- Yamhill County, First Vice President
- Jackson County, Second Vice President
- Lane County, Secretary/Treasurer

Motion by Laurie Steele, Marion County. Second by Mike Barnhart, Yamhill County. Motion passed.



**Business Meeting  
Wednesday, September 18, 2019  
Courtyard by Marriott  
Benton County**

Meeting called to order at 8:32am

**Counties in attendance (20):** Baker, Benton, Clackamas, Clatsop, Gilliam, Harney, Jackson, Jefferson, Josephine, Klamath, Lane, Lincoln, Malheur, Marion, Multnomah, Tillamook, Wasco, Washington, Wheeler, Yamhill.

The Treasurer's report was presented.

Motion to accept the current report made by Mary Otley, Benton County and second by Jennifer Forsyth, Malheur County. Motion passed.

**Old Business**

Spring meeting – idea of doing hosted dinner rather than the \$1,000 sponsorship at OGFOA conference. There is a lot of confusion about the “sponsorship” piece and the value. Laurie Steele, Marion County, has worked to bridge the two organizations. There is some value in being on the agenda.

Mike Middleton, Wasco County motioned to continue to pay the \$1,000 sponsorship and have an evening social. Laurie Steele, Marion County, second. Motion carried.

### **New Business**

**Board Retreat** – the Board will be having a meeting to review bylaws and procedure manual, specifically:

- Update for technology
- Flexibility on date
- Bylaw approval
- Registration process
- Primer update

**Proposed budget for 2020 conference** - Brandie Mcnamee, Jefferson County

- Expenses higher due to location
- Hospitality – hotels will not let us bring in our own
- Photography - \$250 more picture frames
- Technology – recording equipment

Ending fund balance approximately \$37k

Motion to approve budget by Mike Barnhart, Yamhill County, Second by Mary Otley, Benton County. Motion passed

### **Committee Reports**

**AOCLiaison** – Laurie Steele, Marion County. Looking for new Liaison. Meetings can be attended by phone. Brian Neva, Clackamas County new liaison. Back up is Jen from Yamill and Brandie from Jefferson.

**Audit** – Jennifer, Malheur County. We haven't had an audit in a while. Need to get back on track.

### **Budget Committee**

#### **ByLaws**

**Legislative** - Laurie Steele, Marion County. Spoke about ORS 279C and retainage and Potential Refund Credits

**Certification** – Alice Durflinger, Baker County. One new and two renewed. Discussion about continuing program. We will have a session at fall conference.

**Education** – Mary Otley

**Hospitality** – Debbie Parsons. We are having struggles. Rooms are not big enough. Hotels are not allowing open bars and snacks brought in. Noise Factors.

**Policies and Procedures** – Gayle

**Google/Website** – Laurie Steele. We should set up an email for the Secretary/Treasurer on Google for consistency.

**Nomination Committee** – discussed previously

**Photography** – Shannon. Book being sent to Monica for last conference

**OGFOA Liaison** – Laurie Steele

**Scholarship Program** – need to revisit purpose and scope.

**Treasurer Manual** – Mike Barnhart. Has made amazing progress. Kudos.

**Mentorship Program** – brought up by Tiane from US Bank. What does this look like? Will discuss at retreat and fall conference.

Meeting adjourned 9:55am

Respectfully Submitted,

Shannon Bell, Jackson County

Secretary/Treasurer OACTFO