



# Business Meeting - MINUTES

## September 14, 2021

### Meeting via Zoom

#### Set Date, Time and Place

September 14, 2021 from 12:00 p.m. to 1:00 p.m.

In person and online Zoom

<https://us06web.zoom.us/j/88684245952?pwd=MzVTVzA0MktDQXdHUjImeGJ5clludz09>

1. Jefferson County called the meeting to order at 12:00 p.m.  
President, Brandie McNamee with Jefferson County

2. Roll Call (highlighted were present):

Baker	Harney	Morrow
Benton	Hood River	Multnomah
Clackamas	Jackson	Polk
Clatsop	Jefferson	Sherman
Columbia	Josephine	Tillamook
Coos	Klamath	Umatilla
Crook	Lake	Union
Curry	Lane	Wallowa
Deschutes	Lincoln	Wasco
Douglas	Linn	Washington
Gilliam	Malheur	Wheeler
Grant	Marion	Yamhill

1. Adjustments to the Agenda  
Adjusted Past President to Brandie McNamee, Jefferson County.
2. Approval of minutes from May 20, 2021 Special Business Meeting  
Motion made by Yamhill County - Move to approve minutes from the May 20, 2021 Special Business Meeting. Motion seconded by Benton County. No discussion. Motion Passed by unanimous vote.
3. Slate of current officers and proposed plans for FY2021-2022

Position	Name
President	Jennifer Elkins- Yamhill County
President – Elect	Shannon Bell- Jackson
Vice President	Robert Tintle – Lane County
Secretary/Treasurer	Jennifer Carlson – Clatsop County
Past President	Brandie McNamee- Jefferson County
Custodian	Debbie Parsons- Benton County

Incoming board member nominations. Jennifer Carlson, Clatsop County, previously agreed to serve on the board and is looking forward to it.  
There were no other nominations.

Motion made by Linn County - Move to approve slate of officers for FY2021-2022. Motion seconded by Gilliam County. No discussion. Motion Passed by unanimous vote.

4. New Business:

- a. Treasurer Report -Presented by Robert Tintle and Jennifer Elkins  
Robert presented the FY19 and FY20 actuals and the FY21 estimates. Jennifer presented the FY22 budget.

Entered the Contingency of \$26,729 to bring the Cash, End of Year down to \$0.

- b. Proposed Budget for 2022 Conference – Presented by Jennifer Elkins  
Jennifer presented the proposed FY22 budget.  
A change was proposed to not charge dues to the affiliates but to increase their sponsorship fee by \$200, but offset that with one free registration included instead of the free dues membership. This had caused a lot of confusion with sponsors previously. Our main goal is to keep the sponsors on the affiliates listing and keep them involved.

Motion made by Linn County - Move to approve actuals and budget from FY19, FY20, FY21 and FY22. Motion seconded by Benton County. No discussion. Motion Passed by unanimous vote.

5. Other Discussion: Committee and Appointment Updates

**Committee Reports:**

1. Audit – Jennifer, Malheur County  
Given the information for the last couple of years. Will get back to the Board.
2. Budget Committee – Shannon Bell  
Made corrections to FY22 budget.
3. ByLaws – Shonnel Dutcher  
Vacant, no longer treasurer.
4. Legislative – Brian Nava  
Been super busy. Listens to a lot of the meetings. Nothing big has occurred lately. Unclaimed property move to Treasury. Will talk to AOC. Brian can forward emails if interested. Go to the legislative meeting mostly, unless impacts OACTFO.
5. Certification – Alice Durlinger  
None.
6. Education – Mary Otley  
Will need to appoint a new member.

7. Nomination Committee – Jennifer Elkins  
The president will nominate four members, per the Procedures.

**Appointments:**

8. Hospitality – Debbie Parsons  
Tonight, come and paint. The event is upstairs. Come have fun.
  9. Policies and Procedures – Shonelle Dutcher  
New appointment needed.
  10. Google/Website – Laurie Steele.  
Laurie will nominate Robert Tintle, Lane County. Once you are in the Google Group, you can go in and change your email address.
  11. AOC Liaison – Brian Nava, Clackamas County. Back up is Jennifer Elkins from Yamhill  
When AOC votes, if it doesn't involve Treasurer's Brian abstains from the vote.
  12. Photography – Shannon Bell  
The scrapebook didn't make it to the event. Shannon will continue to take pictures. Jen (Yamhill) will take pictures for Shannon's
  13. OGFOA Liaison – Laurie Steele  
Term expired July 1, 2021. No members on OGFOA board. Need new appointment.
  14. Scholarship Program – Sandi Borowy  
Need new appointment.
  15. Treasurer Manual – Nancy Wilson  
No update. New appointment available.
6. New Business:  
None
  7. The meeting adjourned 12:48 p.m.

Minutes respectfully submitted by Robert Tintle, Lane County, OACTFO Secretary-Treasurer