

## Oregon PRIMA Meeting Minutes

October 3, 2018

In Attendance:

President	Jamie Iboa	P	Vice President		
Secretary	Kevin Jones	P	Treasurer	Rob Gabris	P
Past President	Laurie Kemper	P	Director	Niki Fisher	P
Director	Dan Davenport	A	Director	Daedra Buntin	P
Director	Katie Durfee	P	Guest	Sara Stevenson	P

### I. Call to Order

10:35

### II. Review of Minutes

Niki moved to approve the September minutes. Katie seconded the motion; all were in favor, and the motion passed.

### III. Treasurer's Report –

Rob reported OR-PRIMA has a reconciled bank balance of \$69,312.52 at month's end and \$49,271.24 in its operating budget with a negative \$378.08 unaccounted for. He is working through some outstanding items that should correct this. Kevin moved to approve budget knowing Rob will work on correcting the \$378.08 discrepancy. If he is not able to get it to balance after a couple months another board member will look at it. Kevin moved to approve the budget with the understanding the \$378.08 needs to be resolved. Niki approved the motion; all were in favor and the motion passed.

### IV. Business

#### A. New Business:

##### 1. Bryan's departure

Bryan was slated to be president and Niki was slated to become vice president. With Bryan stepping down the position of president becomes open. Dan's tenure as director makes him eligible and he agreed to fill that role, creating a vacant director position. Bonnie Robbins had recently been a candidate for director and could fill that vacancy. Niki moved to approve Dan as president

and offer the director position to Bonnie. All were in favor, and the motion passed.

B. Old Business:

1. Fall Conference last minute details

**a) Additions to opening remarks**

Jamie reviewed her opening remarks and asked if there was anything to add. Sara mentioned there was a room change for the Welcome Reception and the Food Bank lunch presentation and the group fine-tuned other details. asked if there were anything to add.

**b) Nat'l scholarship recipient – timing of comments**

National PRIMA Scholarship winner Jason Meade with talk about his experience at the conference immediately prior to the announcement of the Risk Management Achievement Award.

**c) Presentations of RM certifications and achievement award**

Mentors will present the awards to the recipients and a say a few words about their projects.

**d) Bios/moderators**

Katie agreed to moderate for Bryan's session and Sara will print the bios.

**e) Fun run/walk**

Katie confirmed she and Niki walked the route and she has everything she needed for the event.

**f) Timing of OR Food Bank prize drawing**

It was agreed to hold the drawing at the very beginning of casino approximately 6:45. Unlike the rest of the casino night prize

drawings, participants will not have to be present to win for this drawing.

**V. Email items**

None

**VI. Future Meetings:**

11/9, 1/11, 2/8, 3/8, 4/12, 5/10

**VII. Other business**

After multiple attempts, Dan has been unable to connect with the first choice for a tax attorney and is therefore looking into another attorney to doing the work.

Sara presented three proposals for a 2020 Fall Conference. After reviewing these proposals, it was decided the Board's preference would be to hold it at Sunriver.

**VIII. Adjourn**

11:36