

## Oregon PRIMA Board Meeting Agenda

### In Attendance:

President	Daedra Buntin	P	Vice President	Katie Durfee	P
Secretary	Kevin Jones	P	Treasurer	Rob Gabris	P
Past President	Jamie Iboa	P	Director	Laurie Kemper	P
Director	Bonnie Robbins	P	Director	Marcus Pitts	A
Director	Vacant				

#### I. Call to Order

11:05 am

#### II. Review of Minutes: August meeting minutes

Laurie motioned to approve the August minutes with one revision. Jamie seconded the motion; all were in favor and the motion passed.

#### III. Treasurer's Report: September report

Rob shared the September treasurer's report. OR-PRIMA has a reconciled bank balance of \$23,646.16 at month's end and \$23,646.16 in its operating budget. Katie moved to approve the treasurer's report. Laurie seconded the motion; all were in favor and the motion passed.

#### IV. Business

##### A. Board Vacancies - Send out ballot to Membership

We will send out the ballots for Stephen Dobbs for the vacant Director's position and for Marcus for the incumbent Director's position. Daedra will send this out through Star Chapter as a survey.

**B. Tax Attorney/ IRS**

No update at this time.

**C. D&O Liability Insurance Renewal Submission**

Rob has sent in the payment for our Directors and Officers Liability Insurance.

**D. Conferences/ Educational Sessions**

The board agreed to reschedule the September session to October due to Oregon public entities being busy dealing with wildfires and related issues.

**E. Sunriver Conference (Fall 2023)**

Daedra has officially notified Sunriver that we are cancelling the 2023 conference due to the lack of available dates.

**1. Book Fall 2023:**

The board agreed the Florence venue was an attractive location and has the advantage of being closer for members in the southern part of the state. Katie will reach out to them and ask about rates, size of meeting spaces and available hotel capacity.

**F. Online education updates -**

**1. October Session**

The September session will be moved to October as noted above.

**2. November Session**

Daedra will work with Sather Byerly and Holloway for the November session. Jamie and/or Laurie to contact the National PRIMA Speaker's bureau about potential presentations for December.

**G. Membership Renewal Update?**

Laurie has cleaned up the membership lists and is moving members to the non-member when appropriate to realize the savings from our Star Chapter account. She will share the member list with the rest of the board and it will be helpful if each member review it and note if they see names of any people who are no longer active with their entities. She can then remove them before moving members to the non-member list.

**H. Sponsorship Outreach Update?**

Rob will send out an updated spreadsheet of vendor sponsorship status. We will continue to contact them regarding renewal, while also being sensitive to their financial situations during the present economic climate.

**I. Committee Updates**

Tabled for future meetings

**J. Risk Management Certification Program Updates**

Katie has purchased the plaques and created an announcement to post on website and on LinkedIn on October 9<sup>th</sup>.

**V. Email items**

Daedra motioned to cancel the conference at Sunriver and discontinuing trying to find a mutually agreeable date to reschedule with them for 2023. Laurie seconded the motion; all were in favor and the motion passed.

VI. Future Meetings: 10/8, 12/10/20 \*No meeting in November

VI. Other business -

VII. Adjourn

11:57 am