

**Oregon PRIMA Board Meeting**

**July 22, 2021**

**Attendance:**

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

**I. Call to Order**

11:07

**II. Review of Minutes: June meeting minutes**

Steve moved to approve the June meeting minutes. Bonnie seconded the motion; all were in favor and the motion passed.

**III. Treasurer's Report: July 2021 Board Report**

Rob shared the June Treasurer's Report showing OR-PRIMA has a spreadsheet balance of \$26,823.35 at month's end and \$26,823.35 in its operating budget. Katie moved the board approve the April Treasurer's Report. Jamie seconded the motion; all were in favor and the motion passed.

#### **IV. Business:**

##### **A. Conferences/ Educational Sessions**

###### **1. Fall Conference 2021: Salishan, for 10/5 – 10/9/21**

###### **a) 2021 conference cancellation**

Daedra emailed Paige our intent to cancel the 2021 conference at Salishan and is awaiting an email confirmation. She also requested updated paperwork for the 2024 conference reserving our normal date the first week of October.

###### **2. Online education sessions going forward**

The Board agreed to pause the webinars and begin preparing for the Fall Virtual Conference.

###### **3. Fall 2021 Virtual Event plans**

The board agreed two or three half or part days would be better than all day events. Possible keynote speakers include Chad Hymas and Nancy Solari. Katie said she would contact them both and inquire about their availability and fee schedule as their availability may determine the dates of the conference itself. Daedra will post a spreadsheet for session ideas, limiting sessions other than the keynote to one hour. Katie shared we could provide snack boxes for attendees from Caroo for \$24.95 each and one dollar from each box is donated to meals for families in need. Katie will contact them and see if we could personalize them by adding something from PRIMA in each box.

###### **4. OSSOA 2021 Virtual Conference, 8/5 & 8/6/21**

Daedra posted the event on our LinkedIn page and welcomed other Board members to share the information.

##### **B. Membership Renewal**

###### **1. Email announcement re: membership opening**

Membership opened on July 1st and Daedra will send a notification email to membership.

##### **C. Sponsorships**

###### **1. Draft language for current sponsorship requests focused on online education**

Marcus is working on a draft letter to go out to potential sponsors.

##### **D. Risk Management Certification Program updates**

No updates

**E. StarChapter design, M series upgrade mockup**

The Board agreed the new layout looks good. The Board selected 4 photos from around the state to post on the site and Daedra will share the selections with Jami from StarChapter.

**F. WebinarNinja**

**1. Renewal**

Rob sent a payment of \$468 have renewed with WebinarNinja for another year.

**G. Board vacancies coming this fall**

**1. Need to email members to see if there is interest**

Daedra will include the vacancies in her email to members and Katie mentioned Eric Machado of Clackamas County and Mark Jennings of Washington County as potential candidates. Daedra will reach out to them individually.

**V. Email items**

None

**VI. Other business**

**VII. Future Meetings: 8/19/21, 9/9/21**

**VIII. Adjourn**

12:05