

Oregon PRIMA Board Meeting

August 20, 2021

Attendance:

President	Daedra Buntin	P	Vice President	Katie Durfee	A
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

11:06

II. Review of Minutes:

Minutes not available

III. Treasurer's Report: August 2021 Board Report

Rob shared the June Treasurer's Report showing OR-PRIMA has a spreadsheet balance of \$27,357.63 at month's end and \$27,357.63 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. Jamie moved to renew our D and O insurance for the premium of \$450 Bonnie seconded the motion; all were in favor and the motion passed.

IV. Business:

A. Fall 2021 Virtual Event plans

1. Dates: Wed – Fri, 10/6-10/8/21

The board agreed to hold the conference October 6th, 7th, and 8th.

2. Budget

3. Schedule

a) Keynote(s)

The fee for Nancy Solari is \$4000 for a pre-recorded session, and Chad Hyman is available for a live

presentation on October 5th for \$7500. Rob motioned to move forward with contracting with Nancy Solari for the keynote. Laurie seconded the motion; all were in favor and the motion passed.

b) How many sessions?

The board agreed to run the conference for three days with quarter days.

c) How long are sessions?

No sessions longer than an hour

4. Attendee gift box

Possibly include gift such as a cup with our new logo with other items such as chocolate bars, gift cards, etc.

5. Registration fee

The board agreed to charge a nominal fee for the conference to cover the cost of the gift boxes. Jamie moved we set the conference rate at 35 dollars to cover the cost of the gift boxes with the remaining conference costs covered by sponsorships. Laurie seconded the motion; all were in favor and the motion passed.

B. Membership Renewal

1. Email announcement

Daedra is working on an email to send to membership.

C. Sponsorships

1. Draft language for current sponsorship drive

Marcus created draft language and sent it to Daedra to share with the Board.

D. Risk Management Certification Program

Tabled

E. StarChapter design, M series

1. Select 4 images

Marcus agreed to choose images from the selection provided and send them to StarChapter to be used on our website.

2. New project manager

Alex Claridge has replaced Jami Karper as our project manager and point of contact for StarChapter.

3. Timeline should be October

Daedra will contact Alex and let him know we would like to launch the new look in October around the time of our conference.

V. Email items

None

VI. Other business

None

VII. Future Meetings: 9/9/21, 10/8/21

VIII. Adjourn

11:52