



**OTA Board Meeting
September 9, 2020
10:00 - 11:00 AM
Zoom**

Agenda/Minutes

Call to Order: 10:01 AM

Roll Call

- Present: President-Michelle Benoit, Past-President-Roseann Rivera, President-Elect-Christine Riehl, Secretary-Becky Attaway, Treasurer/Technology Rep-Matt Bisek, Alumni Partner-Chris Mahan, District 1 Rep- Meredith Payton, District 4 Rep-Emily Price,
- Absent: Government Relations- Freddy Gompf, District 2 Rep-Janet Basney, District 3 Rep- General Johnson, District 5 Rep-Ariel Zimmer-Suel

Approval of Minutes: June 11, 2020

- Motion made by:Christine Riehl
- Motion seconded by: Roseann Rivera
- Discussion:none
- Motion: carries

Approval of Agenda:

- Motion made by: Chris Mahan
- Motion seconded by: Emily Price
- Discussion: none
- Motion: carries

Board Reports

President - Michelle Benoit

- OTA provided the first of two 3-hour proposal writing workshops for Talent Search on August 14. Part 2 will be held after the final RFP is released.
- Work on the NAEOP Annual Conference is continuing. I'm serving on the auction committee, so here's a shameless plug to put together items for the silent or live auction. Shipping will be part of your donation, so keep that in mind.

- Monthly member forums for programs are scheduled through October. Based on positive feedback from members, we should consider continuing these forums into the future.
- I would like the board to focus on building a communication plan for incoming District Reps prior to the installation of new board members in October.
- The COE Annual Conference is coming up Sept. 21-23. They have a great lineup of programming.

Past-President - Roseann Rivera

- Interest District Rep positions

President-elect - Christine Riehl

- Nothing to report

Secretary - Becky Attaway

- Nothing to report

Treasurer - Matt Bisek

- Balances as of 9/9
 - Operating Fund Balance: \$36,614.17
 - Scholarship Balance: \$6,036.75
 - US Bank Total: \$44,400.92
- Membership Total: 39/44 processed

Alumni Partner - Chris Mahan

- COE Alumni Connections Zoom conference 9/22/20

Government Relations - Freddy Gompf

- Not present

Technology Rep - Matt Bisek

- Performed final cleanup before I hand off the position to the newly elected board member
- Added OTA Fellowship information to the Alumni tab

District 1 Rep - Meredith Payton

- Reaching out to District to fill rep position

District 2 Rep - Janet Basney

- Not present

District 3 Rep - General Johnson

- Not present

District 4 Rep - Emily Price

- Nothing to report

District 5 Rep - Ariel Zimmer-Suel

- Not present

Committee Reports

Professional Development Conference

- Next meeting is 9/15 @ 10 AM
- Will have further discussions about planning an in-person conference given recent institution updates
- Signed contract with Salishan, includes a January date for adjusting in-person vs. hybrid or online. Also includes language to help protect us in the event that COVID-19 prevents us from having an in person conference.
- Will be meeting monthly moving forward to continue through the planning process.

Student Leadership Conference

- Nothing new to report.
- Still need a team for next year.

Awards Committee

- Nothing to report

Nominations Committee

- Nothing to report

Unfinished Business

Strategic Plan Committee Reports

OTA Fellowship

- First advertisement went out to the OTA Listserv this summer.
- Once the NAEOP Policy application is live on their website we will begin to advertise again.
- In review:
 - Once the NAEOP Policy app is live, applicants will first need to apply there.
 - Once an applicant has submitted an application, we will follow-up with a Google Form requesting our supplemental questions.
 - In January after the deadlines have passed, a committee will review the applicants and decide whom they would like to interview.

- Ideally, the OTA Fellow is awarded by the end of January.

District Town Halls

- Nothing to report

Strategic Partnerships

- Nothing to report

New Business

- November Board Orientation in person

Next Meeting: October 7, 10:00 am

Meeting Adjourned: 10:50 AM