



Meeting Minutes – BOD Executive Meeting

Date: May 6, 2022
Time: 6:30
Location: Virtual - WebEx

CALL TO ORDER

President Linbarger called the virtual meeting to order at 6:30PM.

| Present: | Absent: | Special attendees present: |
|--------------------------------|--------------------------------|-----------------------------------|
| Michele Linbarger - President | Tiffany Bonin – Past President | None present |
| Serena Locke – Vice President | | |
| Regan Trapp - Secretary | | |
| Cailin Tang – Member at Large | | |
| Paige Torres – Member at Large | | |
| Melany Klemmer-Member at Large | | |

Roll Call

All present except Bonin

Approval of Minutes

Klemmer/Torres m/s to approve minutes for BOD on April 10, 2022. Voice vote. Motion passed.

Treasurer's Report

Locke gave operating report. See OPTA operating report from Jan 2022 – April 2022 (Attachment A) Moving forward the report will be 3-4 pages max. Treasurer's report will be updated monthly.

Trapp/Klemmer m/s to approve Treasurer's report from Jan 2022-April 2022. Voice vote. Motion passed.

Committee Updates

Membership

Membership up to 84 members including the honorary members. Getting info to PTN was a little confusing but glad we will discuss the “updating process” at the retreat.

Outreach

The building official letter to invite new members should go out from Trapp by end of next week. This email to include membership application and updated newsletter. Torres to send excel spreadsheet with BO emails and Linbarger to send updated newsletter.

Social Media

H4H Lane County cancellation has been updated on all websites.

Thanks to Torres for doing all the social media updates. Locke nominated Torres as the Social Media Chair. Linbarger appointed Torres.

Education

- **Bill Gallagher Class** – 15 participants
- **WSAPT Blue Beam class June 7**– Locke to make up interest flier soon

Permit Tech Nation

Next meeting is May 25th

The OPTA QBM is right before the PTN meeting on the same day.

Region 2

Next meeting is May 11th.

Klemmer chosen as board shadow for Andy Lorenz at the ICC ABM! Great news!

All OPTA members should try to attend the Region 2 meeting.

Chemeketa CCICC

Next meeting is May 10th with the new board (in person).

Leadership Retreat Update

Location of Retreat: Troutdale, July 21-24, Sam Cox Building

Full retreat approved for 1.2 CEU's

Hotel Reservations

Contract and nightly rate – Rooms held until June 21st

Save the Date Flyer

Send out to? Locke sent out excel spreadsheet to board on May 6, 2022

When? Next round of fliers sent out by May 16th

Include sponsorship on the invite for the retreat in case people need help with travel costs.

Meal Discussion

Food trucks for lunch – Everyone responsible for their own lunches

Continental breakfast – Included in Hotel fee

Snacks and non-alcoholic drinks to be purchased by OPTA before the event

Dinner ideas – To be discussed later

Thursday night - McMenamins

Friday night - Dinner Cruise

Saturday night - Ristorante Di Pompello.

Budget

Registration fee for retreat should be in the 150-200 range depending on transportation and whether they want to do the dinner cruise.

River Cruise

Sternwheeler Dinner Cruise - \$78.33pp

Linbarger to reach out to see what night works best.

OPTA Nov Conference Nov 2nd – 6th - Grand Hotel - Salem

Tang to reach out to the hotel for prices for rooms and booking the wine nook for our get together.

Education TBD – Any ideas please send to Locke

Swag Inventory

Order new pins for members and conferences? All info sent to Torres

PTN/WICED requesting 50-60 OPTA bags for hold swag.

Torres waiting for quote from forimprint.com for new swag with new logo.

Torres would like to order special swag for the leadership retreat.

Volunteer Day Update

H4H – Lane County is Canceled

H4H – Rogue Valley build has been scheduled for July 30, 2022, with more details to follow. There was not a June date available.

Southmayd build day/times TBD.

Open Floor

Would like to order T-shirts for leadership retreat and days of service.

T-shirt ideas! Think of something clever to put on our “day of service” T-shirts.

Klemmer asked about the length of ICC Board rec letters. No, they do not need to be lengthy. If the person is heavily involved in OPTA then we expand on that in the letter.

Adjournment

Next meeting is scheduled TBD

There being no other items to discuss, the meeting adjourned at 8:04pm

Respectfully submitted by the Secretary of OPTA - Regan Trapp

Locke/Tang m/s to approve ALL AYES. Motion passed.