

OCRID Board Meeting
OSD Garden Gallery
April 20, 2019 at 9:30 AM
MINUTES APPROVED 5/20/2019

Present: Lisa McLaughlin (Dir. of Meetings), Erica Wilson (Dir. of Membership), Kelli Henery (Dir. of Finance), Lewis Wright (President), Moses McIntosh (Dir. of Programming), Chelsea Sudar (Dir. of Communications), Stephanie (Jones) Moeller

Absent: Michelle Doyle (Dir. of Community Relations)

Called to Order: at 9:40 AM

1. Officer Updates

President, Lewis Wright *(present)*

- i. CMP Update- in 2018, OCRID processed 64 Continuing Education Events. In the first quarter of 2019, OCRID has processed 18, which includes 8 PINRAs, 2 Academic Coursework events, and 8 Sponsor Initiated Activities (workshops). We have 10 more events currently approved and pending completion.

Director of Programming, Moses McIntosh *(present)*

i. Conference Planning

1. Plans at KSU (Kent State University) have been finalized
2. Jamie McCartney is working on room reservations for a lower cost/or free
3. Collecting registration: 13 so far
4. Many potential registrants are waiting on finalized schedules prior to registering. Hoping to have it finalized in the next 2 weeks.
5. Carla Mathers and Byron Bridges both have signed contracts to be presenting and will do concurrent sessions with local presenters.
6. One KSU student is getting awesome donations for the silent auction. KSU ITP students are helping out with putting together final baskets for the auction.
7. Chelsea Sudar has been doing a great job sending out info about the upcoming conference. Chelsea Sudar has also sent info to each state in Region 3 with save the dates and registration information with a request for dissemination to members.
8. Alyson DeWill is focusing on reaching out to RID members in adjoining states.
9. Support staff application form has been made available.

Director of Finance, Kelli Henery *(present)*

- Balance \$30,819.49
- Conference registration invoices have not yet been sent for committee members or board members. Awaiting clarification prior to sending these invoices.

Director of Meetings, Lisa McLaughlin *(present)*

- Minutes from [February 2019](#) meeting accepted as written
- Visibility of website info posted from "G-suites"- will change share to "anyone with the link can view"

Director of Membership, ~~Dru Roney~~, Erica Wilson appointed 10/8/2018 *(present)*

- 75 students
- 9 organizational
- 3 support
- 104 certified
- 42 associate

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Director of Communications, Chelsea Sudar (*present*)

■ **Website**

Stephanie Moeller will be taking over the website.

- Domain transfer follow up- Kelli Henery and Lewis Wright worked with “Google support” for this domain transfer. “Google” worked with Lewis Wright to make the changes to complete the transfer. Completion should be done in the next 5-7 days
- Website development can occur concurrently and Steph Moeller will work with Lewis Wright who is the admin for the “G-Suites” account.
- Steph Moeller can work on the website via the communications email where Steph has access to create the site and can remove that access when website is complete
- Goal is 60 days to complete, which means prior to OCRID Conference
- Can do the roll out in waves to get things posted based on priority.

■ **Call for Nominations**

Call needs to go out prior to the conference with the nomination. Nominations will be sent to Erica Wilson for confirmation of eligibility. Nominations will then need to be forwarded to Lisa McLaughlin to be placed on the meeting agenda for the Annual Business Meeting.

Positions to be up for vote:

1. Director of Meetings
2. Director of Membership
3. Director of Communications
4. Director of Community Relations

Community Relations, Michelle Doyle (*absent*)

- No report at this time.

Unfinished Business

- Motions since last official meeting.

Motion 2019.02.14.01 “I move that OCRID support Shalene Germani’s cost for airfare to the two scheduled RID Face to Face PDC (Professional Development Committee) meetings occurring in Las Vegas, NV in the form of a monetary donation of \$500.00 for each trip, totaling a \$1,000.00 one time donation specifically earmarked in the donation for use towards her travel for these events.” (McIntosh, M./McLaughlin, L.) motion passes

Motion 2019.02.20.01 “I move that we transfer the domain to Chance Cobb to keep the website operational as it has been with Josh Gallagher.” (Sudar, C. /McIntosh, M.) motion withdrawn

Motion 2019.03.03.01 “I move that OCRID transfer ownership of the OCRID website domain from Josh Gallagher (previous owner) to OCRID under the access and jurisdiction of the Director of Communications “G-Suites” access in conjunction with direction and oversight from the OCRID Board.” (McIntosh, M./no second) Motion dies

Motion 2019.02.15.01 “I move that OCRID accept the suggested website theme, indicated by the new website administrator as being more conducive to his service and support of our organization.” (McIntosh, M./Henery, K.) motion passes

Motion 2019.03.04.01 “I motion that OCRID purchases their own domain (\$12/yr) and allows Stephanie Moeller to transfer the account information from Josh Gallagher; as well as update the website to OCRID’s current requests for the one time fee that has been quoted (\$850), allowing OCRID to continue to update and monitor the website through G-Suites without a webmaster.” (Sudar, C./McIntosh, M.) motion passes

Motion 2019.03.23.01 “OCRID contract with presenter, Byron Bridges, for the cost of \$1,500.00 honorarium for total presentation time over Friday (keynote) and Saturday (several workshops) of the conference, and this cost includes airfare.” (McIntosh, M. /Wilson, E.) motion passes

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Unfinished Business

- **Motions since the last official meeting** continued...

Motion 2019.03.23.02 that OCRID contract with presenter, Carla Mathers, for the cost of \$800.00 honorarium for total presentation time over Saturday and Sunday (8 hours of presentation) and that the organization and this cost of airfare to Ohio (approximately \$250.00-\$300.00). (McIntosh, M./Wilson, L.) motion passes

Motion 2019.03.23.03 Motion 2019.03.23 I move that OCRID host our Annual Conference for the following operating cost:

- Food: \$7,156.00 (2 breakfast, 2 lunch, 3 dinner for 100)
 - Space: \$2,451.00 (3 rooms + ballroom + labor + Access Keys, etc)
 - Housing: \$2,160.00 (\$36 per room x 30 rooms x 2 nights)
 - Parking: \$540.00 (\$9 x 60 spaces)
 - Presenters: \$7,700 (labor time and travel as approved)
- TOTAL: \$20,007.00

(McIntosh, M./Wilson, E.) motion passes

- **Email received from Shalene Germani on March 13, 2019:**

Sponsor of Shalene Germani - Thank you all for your generous donation to sponsor my travels to the RID PDC Face-to-Face meeting coming up in Las Vegas, June 22-25, 2019. It is going to be a big undertaking to revamp the Standards and Criteria, but it is high time to rewrite them to better meet the needs of our Sponsors, including OCRID. We have tried to start this effort remotely without much success; meeting together for a full 3 days of discussion and revision will really help us to make significant progress towards our goal of completing the project in 2019.

Thank you again -- I am honored to serve OCRID, Shalene Germani

New Business

- **Conference Registration for Board members**

Motion 2019.04.20.01 that OCRID committee members shall receive a 50% discount to the conference, and that Board members should be free. (Henery, K./Sudar, C.) motion withdrawn

Motion 2019.04.20.02 that OCRID Board members and committee members receive a 50% discount to the 2019 state conference registration and that Conference Planning Committee members will receive free registration.. (McLaughlin, L./McIntosh, M.)

Amend by addition of... **CMP** committee members, and **PPM** committee members... (Henery, K./Sudar, C.)

Amend the amendment to state... **the standing** committee members (McIntosh, M./Wilson, E.) Kelli Henery accepts this amendment to her amendment.

Amendment passes, amended motion below:

Motion 2019.04.20.02 amended that OCRID Board members and standing committee members receive a 50% discount to the 2019 state conference registration and that Conference Planning Committee members will receive free registration. (McLaughlin, L./McIntosh, M.) motion passes

Upcoming Board Meetings

May 20th 7:30 PM via "Zoom" virtual meeting

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June 24th 7:30 PM via "Zoom" virtual meeting

OCRID Conference June 28-30, 2019 (registration starts at 4:30pm, keynote at 6pm)

OCRID Business meeting June 29th

Adjourned at 11:13 AM