OSBA board members in attendance at meeting start: President Tass Morrison, President-elect Kevin Cassidy, Vice President Scott Rogers, Secretary-Treasurer Maureen Wolf, Paul Anthony, Terry Deacon, Sherry Duerst-Higgins, Bill Graupp, Liz Hartman, Kris Howatt, Greg Kintz, Melissa LaCrosse, Erika Lopez, ex officio Bob Moore, Patti Norris, Brandy Penner, Craig Prewitt, Betty Reynolds, Lori Theros, Michelle Vo

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel, Jane Leonhardt

OSBA board members not in attendance: Jackie Crook

President Tass Morrison called the meeting to order at 6:31 p.m.

I. Welcome and introductions
Board members introduced themselves. Director of Communication Services Alex Pulaski presented keepsake photos signed by Gov. Kate Brown to Tass Morrison, Kevin Cassidy, Maureen Wolf and LeeAnn Larsen to commemorate their involvement in the passing of the Student Success Act.

II. Approve agenda
Motion: Craig Prewitt moved approval of the agenda as presented. Seconded by Terry Deacon.

The board voted and the motion passed unanimously

III. Consent agenda
A. Approval of minutes
   1. January 22, 2019, OSBA Board of Directors meeting minutes
   2. February 8-9, 2019, OSBA Board of Directors meeting minutes
   3. March 8, 2019, OSBA Board of Directors meeting minutes
B. Acceptance of minutes
   1. May 1, 2019, Executive Committee meeting minutes
C. Staff written reports
   1. Year-end reports
      a. Litigation Services year-end report, Haley Percell
      b. Labor Services year-end report, Peggy Stock
      c. PACE Administration year-end report, Dave Harvey
      d. Legislative Services year-end report, Lori Sattenspiel
      e. Communication Services year-end report, Alex Pulaski
      f. Board Development year-end report, Steve Kelley
      g. Policy Services year-end report, Peggy Holstedt
      h. Operations and Finance year-end report, Chris Davidson
   2. 2019 OSBA Board of Directors’ and LPC meetings calendar
3. OSBA board committees participation list

D. Board written reports
   1. OCCA report, Betty Reynolds

E. Appointments
   1. OSBA Finance Committee at-large member (two-year term)
      a. John Lang, High Desert ESD
   2. OSBA Policy Committee at-large Position (two-year term)
      a. Terry Deacon, Linn Benton Lincoln ESD

F. Executive Director Evaluation
   1. Executive Director evaluation timeline, criteria and process for 2019-20

Motion: LeeAnn Larsen moved approval of the consent agenda as presented. Seconded by Kris Howatt.

The board voted and the motion passed unanimously.

IV. Ex officio reports
   A. OAESD
      Bob Moore provided an update since his last report to the board in February 2019. He outlined reorganization of OAESD board positions and noted that Rose Wilde (Lane ESD) will step in as the OAESD ex officio representative on the OSBA board. Bob expressed appreciation for the work of OSBA during the legislative session this year. President Tass Morrison thanked Bob for his active participation in OSBA board meetings.

V. Advocacy
   A. Legislative update
      Lori Sattenspiel thanked the board for the investment in revenue reform and for their participation in lobby days and town hall meetings during the legislative session. She provided information on various bills still in or currently passing out of the legislature, including the Student Success Act. Jim Green reported he is waiting for a legal opinion on whether OSBA can expend resources on a campaign.

VI. Association
   A. NSBA Pacific Region Nominating Committee member appointment
      Jim reported that an Oregon representative is needed to serve on the NSBA Pacific Region Nominating Committee. This committee will meet in August during the NSBA Summer Leadership Seminar and again in October at the Pacific Region Winter.

Motion: LeeAnn Larsen moved the board appoint Kevin Cassidy to the NSBA Pacific Region Nominating Committee. Seconded by Craig Prewitt.

The board voted and the motion passed unanimously.

B. Executive Director year-end report
   Jim referred board members to his report in the meeting packet. He outlined his continuing work on several of the board’s goals and the work being done by the OSBA
departments. Jim expressed appreciation to the board for authorizing funds to hire and retain staff.

C. Executive Director 2018-19 evaluation
   1. Executive Director year-end evaluation

**Jim Green, Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel and Bob Moore exited the meeting at 7:54 p.m.**

President Tass Morrison lead the board into executive session at: 7:53 p.m.

Executive Session - ORS 192.660(2)(i)
"To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing."

President Tass Morrison adjourned executive session at 8:46 p.m.

**Jim Green, Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel, and Bob Moore entered the meeting at 8:47 p.m.**

D. Executive Director salary
   Tass Morrison shared with Jim comments garnered from the survey and from discussion of the board.

**Jim Green, Dave Harvey and Steve Kelley exited the meeting at 8:52 p.m.**

Motion: Craig Prewitt moved the board authorize the president and president-elect to negotiate with the executive director a new contract beginning July 1, 2019, a salary increase of no less than 4% or greater than 6% of his base salary, including a car allowance, PERS, health insurance, plus inclusion of a self-directed TSA or bonus of up to $20,000. Seconded by Kris Howatt.

The board voted and the motion passed unanimously.

**Jim Green, Dave Harvey and Steve Kelley entered the meeting at 8:56 p.m.**

E. Executive Director Employment Agreement
   This agenda item not addressed. As per the previous motion, this is to be negotiated by the President and President-elect.

F. Adoption of 2019-20 board goals
   Jim outlined the new cycle which will bring board goals and strategic planning into alignment with the budget process. The board will begin the process at the September 2019 board meeting. The board was asked to readopt the current 2019-20 board goals.
Motion: Maureen Wolf moved the board adopt the 2019-20 board goals as presented. Seconded by Scott Rogers.

The board voted and the motion passed unanimously.

Kevin Cassidy noted the board needs to negotiate an executive director contract extension.

Motion: LeeAnn Larsen moved the board approve a one-year extension of the executive director contract, rolling the expiration date of the contract to June 30, 2022. Seconded by Terry Deacon.

The board voted and the motion passed unanimously.

G. 2019-20 staff action plans

This item was carried over to Saturday, June 22, 2019.

President Tass Morrison recessed the meeting at 9:07 p.m.
OSBA board members in attendance at meeting start: President Tass Morrison, President-elect Kevin Cassidy, Vice President Scott Rogers, Secretary-Treasurer Maureen Wolf, Paul Anthony, Terry Deacon, Sherry Duerst-Higgins, Bill Graupp, Liz Hartman, Kris Howatt, Greg Kintz, Melissa LaCrosse, Erika Lopez, ex officio Bob Moore, Patti Norris, Brandy Penner, Craig Prewitt, Betty Reynolds, Lori Theros, Michelle Vo

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel, Jane Leonhardt

Guests in attendance at meeting start: Sydney Joyner, Christina McGuire

OSBA board members not in attendance: Jackie Crook

President Tass Morrison called the meeting to order at 8:34 a.m.

G. 2019-20 staff action plans
   (This item was carried over from Friday evening, June 21, 2019.)
   Jim referred to the individual department staff action plans in the meeting packet. He summarized some of the information from the reports. In September the board will go through goal setting for the following 16 months.

Motion: LeeAnn Larsen moved the board approve the 2019-20 staff action plans.
Seconded by Melissa LaCrosse.

The board voted and the motion passed unanimously. Kris Howatt abstained.

I. Association
   A. DiSC profile
      Jim introduced Sydney Joyner and Christina McGuire. Sydney has been Jim’s executive coach for the past few years. She worked with the lead team a year and one-half ago, and last year worked with the full staff. Sydney outlined the ground rules before beginning the DiSC profile work.

The meeting recessed at 10:00 a.m.

The meeting reconvened at 10:15 a.m.

   B. DiSC profile (continued)

The meeting recessed at 11:56 a.m.

The meeting reconvened at 12:33 p.m.
C. DiSC profile (continued)

D. OSBA Operating Agreements
Tass referred to the Board of Directors and Executive Director Operating Agreements in the meeting packet. Proposed changes to the document are noted by strike-out and underline. Craig Prewitt noted needed corrections in the Mission Statement and in paragraph II (1).

Motion: Scott Rogers move the board adopt the Operating Agreements with the corrections noted. Seconded by Lori Theros.

The board voted and the motion passed unanimously.

President Tass Morrison recessed the meeting at 1:45 p.m.
OSBA board members in attendance at meeting start: President-elect Kevin Cassidy, Vice President Scott Rogers, Secretary-Treasurer Maureen Wolf, Paul Anthony, Terry Deacon, Sherry Duerst-Higgins, Bill Graupp, Liz Hartman, Kris Howatt, Greg Kintz, Melissa LaCrosse, Erika Lopez, Patti Norris, Brandy Penner, Craig Prewitt, Betty Reynolds, Lori Theros, Michelle Vo

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Chris Davidson, Jenny Fedler, Dave Harvey, Peggy Holstedt, Steve Kelley, Haley Percell, Alex Pulaski, Lori Sattenspiel, Jane Leonhardt

OSBA board members not in attendance: President Tass Morrison, Jackie Crook, ex officio Bob Moore

President-elect Kevin Cassidy called the meeting to order at 8:33 a.m.

Jim Green provided a reminder about the New Board Member Welcome Ambassador Program. A list of new board members sorted by region and other materials were provided to each board member Friday night.

I. Association
   A. Board reports
      1. 2019 NSBA Annual Conference
         Kevin indicated the NSBA Annual Conference was held in Philadelphia. Kevin and other attendees, Bill Graupp, Betty Reynolds (who served on NSBA Policies &Resolutions Committee, Greg Kintz, Scott Rogers, Maureen Wolf and Kris Howatt, briefly reported on their experiences at the conference.

      2. Oregon School Board Members of Color Caucus
         Bill Graupp referred to his report in the meeting packet. He pointed out the new OSBMCC logo and letterhead. He updated members on the work of the caucus, including workshops at the Summer Board Conference and Annual Convention. Caucus member Yesenia Delgado was selected as the caucus representative on the OSBA Legislative Policy Committee.

   B. OSBA budget
      1. Budget Committee update
         Secretary-Treasurer Maureen Wolf outlined the work of the Budget Committee who met on May 7. The Finance Committee also met that date to discuss policy and investment guidelines.

      2. 2019-20 fee structure for association services
         Jim referred to page14 of Sunday’s meeting packet. The board must annually adopt the association fee schedule.
Motion: Craig Prewitt moved the board adopt the 2019-20 Convention Fee Schedule as presented. Seconded by Kris Howatt.

The board voted and the motion passed unanimously.

3. Proposed 2019-20 OSBA budget
   Jim referred to the annual budget in the meeting packet. He summarized budget requests for 2019-20. Chris Davidson indicated the budget reports look different as he has tried to more clearly show where money comes from and where it goes.

Motion: Craig Prewitt moved the board adopt the budget for 2019-20 as presented. Seconded by Greg Kintz.

The board voted and the motion passed unanimously.

C. Proposed OSBA policy - first reading
   Kevin Cassidy indicated this is a potential action item. If the board needs additional time to review the policy the item may be brought back for a vote in September.

   1. Policy: 4400 Investment Procedures
      Policy 4400 is in the meeting packet with proposed changes noted by strikeout or red font. The changes were proposed by Finance Committee member Russ Allen and reflect good business practice.

Motion: Maureen Wolf moved the board adopt Policy: 4400 Investment Procedures as presented. Seconded by Terry Deacon.

The board voted and the motion passed unanimously.

D. Revisions to Investment Guidelines
   Chris Davidson presented recommended revisions, including shifts out of policy and in to the Investment Guidelines. He again acknowledged the work of Finance Committee member Russ Allen. Maureen highlighted investment strategies implemented to maintain protection of OSBA assets as well as additions for oversight and required annual reporting from the contracted investment agency to the OSBA Finance Committee and Board of Directors.

Motion: Scott Rogers moved the board adopt the revised Investment Guidelines as presented. Seconded by Kris Howatt.

The board voted and the motion passed unanimously.

E. Appointments
   1. OSBA Officer Succession Planning Committee - former Past President position (three-year term)
      Kevin Cassidy cited the current make-up of the committee. Kris Howatt’s term as former Past President expires June 30, 2019. Melissa LaCrosse nominated
LeeAnn Larsen to the OSBA Officer Succession Planning Committee. No further nominations were received.

**Motion:** Kris Howatt moved the board appoint LeeAnn Larsen to a three-year term on the Officer Succession Planning Committee. Seconded by Erika Lopez.

The board voted and the motion passed unanimously.

2. **OSBA Governance Committee**
   Kevin reported that the board is being asked to extend the terms of current Governance Committee members to December 31, 2019. In September 2019 the board will be asked to reinstate staggered terms and to align committee terms with the terms of OSBA directors.

**Motion:** Lori Theros moved the board extend the terms of OSBA Governance Committee members Sherry Duerst-Higgins, Kris Howatt, Melissa LaCrosse, Lori Theros, Scott Rogers and LeeAnn Larsen to December 31, 2019. Seconded by Betty Reynolds.

The board voted and the motion passed unanimously.

President-elect Kevin Cassidy adjourned the meeting at 9:31 a.m.