

MONDAY, MARCH 29, 2021
Zoom

OSBA Finance Committee members in attendance at meeting start: OSBA Vice President Sonja McKenzie, OSBA Board member Patti Norris, Yamhill-Carlton Board Member Jami Eglund, WESD Director of Business Services Russ Allen, PACE Representative Dawn Watson.

OSBA staff in attendance at meeting start: Executive Director Jim Green, Deputy Executive Director Mary Paulson, Director of Business Services Chris Davidson, Operations Assistant Vicky Black.

OSBA Finance Committee members not in attendance: John Lang

Guests in attendance at meeting start: Brent Peterson and Cindy Burg, D.A. Davidson

Committee Chair Patti Norris called the meeting to order at 5:33 p.m.

- I. Welcome and introductions
- II. Approve agenda

Motion: Russ Allen moved to accept the agenda as presented; seconded by Jami Eglund.

The committee voted and the motion passed unanimously.

- III. Approval of minutes

Motion: Sonja McKenzie moved the committee to approve the January 26, 2021 Finance Committee meeting minutes; Seconded by Russ Allen.

The committee voted and the motion passed unanimously.

- IV. OSBA investments

Brent Peterson from D.A. Davidson gave a report on OSBA's investments.

- V. Finances

- A. OSBA budget and financial overview

Jim Green and Chris Davidson gave a presentation on the OSBA 2021-22 budget. Some items covered were fee increases and renting out OSBA third-floor office space. Insurance for staff and ways to mitigate that cost was also covered. Forecast 5 expense was decreased from \$500,000 to \$250,000. Increased training implications if HB 344 is passed was also discussed.

- B. Chris Davidson gave a report of current OSBA finances.

VI. OSBA Finance Committee Operating Manual Revisions

Mary Paulson went over the proposed changes to the operating manual, explaining the changes were made to focus on the Committee's job. No changes to Committee practice were made.

Motion: Sonja McKenzie moved to accept the changes to the Finance Committee Operating Manual as presented; seconded by Russ Allen.

The committee voted and the motion passed unanimously.

VII. Other business

There was no other business.

IX. Adjourn

Patti Norris adjourned the meeting at 6:51 p.m.