



QUARTERLY MEETING & SOCIAL

OCVA Social: **Tuesday, June 4th, 2019 6:00pm – 8:00pm**
 Twist Wine Company/Basket Case Wines,
 34930 Brooten Road, Cloverdale, OR 97112

BOD Meeting: **Wednesday, June 5th, 2019 / 10:00am to 2:00pm**
 Headlands Coastal Lodge & Spa
 33000 Cape Kiwanda Dr, Pacific City, OR 97135

B.O.D. EXPECTED ATTENDANCE

	<u>Name</u>	<u>Title</u>	<u>Area</u>	<u>Representing</u>	<u>B / O Terms</u>
	Marcus Hinz	<i>Executive Director</i>			
Y	Sue Meyers-Neuer	<i>Past President</i>		Surfsand Resort	Adviser
Y	Donna Quinn	<i>Vice President</i>	North	Cannery Pier	2021 / 2019
Y	Scott Humpert	<i>President</i>	Central	Lincoln City VCB	2019 / 2019
Y	Connie Soper	<i>Secretary</i>	At-Large	Recreation & O.C.T.	2021 / 2020
Y	Drew Roslund	<i>Treasurer</i>	Central	Overleaf Lodge, Yachats	2019 / 2019
Y	Jon Schmidt	<i>Director</i>	At-Large	SOLVE	2020
Y	Gary Hayes	<i>Director</i>	At-Large	Publishing - Explorer	2019
Y	Jeremy Strober	<i>Director</i>	North	Heartfelt Hospitality	2021
Y	Nic McNair	<i>Director</i>	South	Attraction – Jerry's Jets	2020
Y	Janice Langlinais	<i>Director</i>	South	Coos Bay/North Bend VCB	2019
	5 = Quorum				

Strategic Advisory Group

Paul Riley	Coastal Region Program Coordinator	Advisor
Katherine Fuller	BLM - Yaquina Head Site Manager	Advisor
Dawn Harris	USFWS, Visitor Services Manager	Advisor
Lisa Romano	USFS, Siuslaw – Public Affairs Officer	Advisor
Sandra Hikari	ODOT, Tourism and Scenic Byway Program Manager	Advisor
Amanda Frederickson	ODFW, Resource Assessment & Mgmt. Section Leader	Advisor
OPEN SEAT	Oregon State Forest (Ross Holloway?)	Advisor

Expected Guests:



Opening of Meeting

Call To Order

Introductions: Board, Guests and Audience

Public Input /Comment (5-10 minutes)

Consent Calendar

Adoption of Consent Calendar

- a. Approval of agenda
- b. Approval of 3/6/19 meeting minutes
- c. Approval of quarterly financials (Treasurer Update)
- d. Future meeting dates (Social/Quarterly Meeting):
 - September 10th & 11th – Newport or Toldeo?
 - December 9th & 10th -Florence (O.C.T. happening same time)
 - New dates TBD

Standing Business

Board Member Updates [sub-regional]

Board Committee Reports

- a. Marketing [purpose]
- b. Revenue [purpose]
- c. Budget/Financial [purpose]

Director's Report

- a. Housekeeping Items
- b. Operational Items
 - 1) Newport Bundle
 - 2) New Marketing Position
 - 3) Other

Staff Reports

- a. DMS Coordinator (work flow charts, google docs,
- b. S&M Coordinator (brand guidelines roll out)
- c. D. Dev South
- d. D. Dev Central



Old Business

OCT Foundation [update & discussion]

Elections Nomination Committee & Board Elections [vote required]

2019-2020 Annual Budget [vote required]

New Business

Prospective board member document on Google Drive [update & discussion]

Amend Employee Handbook:

- 3 week vacation at 3 years + holidays;

- 4 week vacation at 5 years + holiday days; (lawyer's recommendation for language)

- Health care coverage

Amend By-Laws to Remove Past President position [update & discussion],

Amend By-Laws to Removing Prioritizing DMO's for board positions, [update & discussion]

Amend By-Laws for "Cooling off" period 1 year to employ/contract board members [update & discussion]

Board meeting processes

- Process for taking minutes

- Process for Executive Committee & board agenda

- Process for On-Boarding New Board Members

Threshold for "Executive Session"

Strategic Planning Process

Executive Session

Director Employment Agreement (7 year mark; Sept 2012)

NOTE: At the discretion of the Chair/President, the time and order of agenda items may change to maintain meeting flow. Circumstances may dictate a revision to the agenda, either in the sequence of items to be addressed, or in the time of day the item is to be presented.