

OFWIM Business Meeting Agenda
Virtual Annual Conference
October 6th, 2021

1. Call to Order – Chelsea Krause

- The meeting was called to order at 12:33pm (EDT)/11:33am (CDT)/10:33am (MDT)

2. Determination of Quorum (10% of registered members)

- Yes, enough members attending virtually (20+)

3. Old Business

a. Approval of 2020 Business Meeting Minutes (posted on website)

- Dyan approved, Jim seconded, none opposed

b. Officer Reports

i. President – Chelsea Krause

- Continued strategic thinking effort:
 - What is good: stay engaged, keep doing what we are good at, get better and better each year,
 - What to Improve: training and education, look at new platform potentially
- Reconnect in the in-person conference in Georgia next year
- Excited for Dyan to take over

ii. Secretary – Susan Watson

- Provided updates and corrections to report in Proceedings
 - First, corrected 2020 to 2021 for bullets referring to new members and renewing members this year
 - Numbers increased in the past few days for both new members and renewing members (8 new members, 57 renewed for 2021, and 1 member paid early for 2022 membership)
 - Consequently, the number of 2020 members who will drop from the membership after this week's conference decreased to 19, and Susan reminded anyone needing to renew that they need to do so by the end of this week in order to remain on the current membership database.
 - Communications to membership increased to 13 total for Newsletters and other announcements
- Susan is taking and will compile minutes of this meeting to submit and post as the Minutes of Business Meeting under the 2021 Conference Archives.

iii. Treasurer – Michael Barbour

- There were no expenses for last year's virtual conference, only operating expenses this past year
- Approximately \$39K balance beginning and ending, in the report that covers activity from Sept. 1, 2020 to Aug. 31, 2021
- Income was mainly from membership dues

- Expenses included Groupsite, Turbobridge, license fees for Vyond and SurveyMonkey, AFWA membership renewal
 - Once final accounting for this year's conference is done, will update and compile
 - The current balance of approximately \$41K will go down slightly after the conference
 - Filed the e-postcard with the IRS to maintain non-profit status
 - ESRI sent sponsorship money early for last year's conference, then it was changed to virtual, but ESRI told us to keep it
 - Only student expense was the second year for the two 2019 winners, raffle brought in \$450 in donations in lieu of registrations last year
- iv. Member-at-Large – Amy Martin
- Participated in all Conference Planning Committee calls and assisted with decision making
 - Based on info provided by Beth about GA, put together flyer for 2022 conference in GA
- c. Committee Chair Reports**
- i. Communications, Membership & Outreach –Heather Konell
- Newsletter posted and distributed to members in summer and fall
 - Development, maintenance, and enhancement of our exchange of information: Karen is webmaster; Vyond Videos (such as the virtual conference ad); awards nomination forms; 69 Groupsite members (decreased by 3 from last year); 147 LinkedIn members (decreased by 2 from last year); Facebook has 159 likes (increased by 29 from last year)
 - To encourage new membership we maintain online membership payment, for 2021, 8 organizational memberships. Total 83 members (now 84, with the new member gained this past weekend)
 - Procedures manual reviewed
 - As the current Chair, Heather missed the ExCom meetings, and Julie picked up on some of those
 - Historian update – now have documentation for 20 years on the website, thanks to historian, Don Schrupp, as well as thanks for the assistance from Dyanne Cortez
- ii. Conference Planning – Dyan Pursell
- Decided in May to go virtual; started meeting in Feb, with the last meeting in September
 - Kept contracts in place, bumped CO to 2023, kept GA the same date (2022)
 - Tableau workshop next week
 - Swag bags were sent out to registrants
 - Will have reports from Captain Jack this afternoon
 - Thanks to everyone for excellent participation in the committee this year
 - Different from last year, we changed the advertising platform by giving sponsors options, lowest level at \$250 each, and we had two sponsors at that level.

- Thanks to Beth for running the raffles
 - Beth thanked Dyan, Susan, and Michael
- iii. Elections, Nominations & Awards – Jim Husband
 - Due to COVID-19, 2021 scholarships were suspended, paid 2019 winners \$500 each
 - Thanks to Beth and Michael for raffle and silent auctions
 - Innovation award – no nominations this year
 - Will still vote on best presentation award at end of this conference
 - Sabra has agreed to take over as Chair, as Jim steps down
- iv. Training & Education – Michael Barbour
 - Didn't have time to devote to this committee this year
 - Will need a new Chair for this committee
 - Posted notices of external webinars, posted by committee members or others
 - Chelsea stated that we could hopefully nominate a new chair at breakout

4. Awards

- a. Innovation Award – Jim Husband
 - None (noted above)
- b. Service Awards
 - Chelsea Krause – service award for serving as President
 - Amy Martin – service award for serving as Member-At-Large

5. Elections – Jim Husband

- a. President Elect Nominee
 - i. Amy Martin
- b. Member-at-Large Nominee
 - i. Don Schrupp
- c. Election results and installation of new officers
 - Elections closed: Amy is President-Elect and Don is Member-At-Large

6. President's Service Award for Chelsea Krause – Dyan Pursell

- (Chelsea) Congratulations to Dyan
- (Dyan) Thanks to Chelsea

7. New Business – Dyan Pursell

- a. New President's Message
 - Just very excited to continue with our strategic thinking and implementing new ideas and perhaps expanding on those ideas
 - Appreciate all of you and hope to see new or newish members taking up roles of committee chairs or other roles on committees
- b. 2022 OFWIM Annual Meeting location and dates
 - Look forward to an in-person conference in GA at Unicoi State Park, first week of October 2022

- Appreciate all of you and hope to see new or newish members for folks taking up roles of committee chairs or other roles on committees

8. Comments and Discussion

- (Karen) For strategic thinking, we need to get actual items from members and committees, so glad it's still moving forward into next year
- (Dyan) The strategic thinking effort is going to be as successful as we make it
- (Dyan) We will be there for you Amy to work as President-Elect, (Karen) past presidents put together files in the OFWIM Google Drive

9. Adjourn

- The meeting was adjourned at 1:08pm (EDT)/12:08pm (CDT)/11:08am (MDT)