



OREGON EMERGENCY MANAGEMENT ASSOCIATION



P.O. Box 7309, Beaverton, OR 97007 www.oregonemergency.com

2010-11 Officers

Mike Harryman
President
971-673-1320

Doug McGillivray
President-Elect
503-434-7340

East Side Rep
Tom Groat
541-966-3530

West Side Rep
Gene Strong
503-325-8635

Mary Davis
Secretary
503-259-1182

Patty Hopkins
Treasurer
503-823-3738

Jeff Sargent
Past-President
503-326-3030

"Partnering For a Safer Oregon"

OEMA EXECUTIVE BOARD MEETING

July 25, 2011

Aloha, OR

9:00 a.m. – 12:00 p.m.

Members:

Mike Harryman	President
Doug McGillivray	President Elect
Jeff Sargent	Past President
Mary Davis	Secretary
Patty Hopkins	Treasurer
Gene Strong	West Side Rep (via conference call)

The meeting was called to order by President Mike Harryman at 9:00 a.m.

OEMA Elections:

Mike assigned Doug and Jeff to the nominating committee. Ballots must be sent to the membership 45 days prior to the October 10, 2011, annual membership meeting. Open positions are President Elect, Treasurer, plus East and West Side Representatives. The Board agreed that persons seeking the Treasurer position should have a background check and the successful candidate should be bonded. The Board discussed possible candidates for each position. An e-mail will be sent to the membership inquiring about interest in running for office. Doug and Jeff will contact the group of candidates the Board discussed and ask about interest. As a reminder, students and complimentary members cannot hold office or vote.

OEMA Conference – Sunriver, October 10-13, 2011:

Awards:

Jeff will set-up the awards nominations on the website. Mike will send an e-mail to the membership asking for nominations and coordinate the selected awards and purchase the plaques.

Budget:

Patty distributed the conference budget. The cost of meals and other venue services are higher at Sunriver than most other venues. The Board looked over the budget and cut several items that will reduce the conference budget. As registration proceeds the conference committee will continue to review costs.

Program:

Doug stated the program is set. Patty asked to get a list of room reservations that are needed for speakers.

Exhibitors:

Sharon Kennedy and Todd Felix are working with a variety of exhibitors. They are hoping to secure more exhibitors and have made several follow-up phone calls in that effort.

Registration:

Registration opened on July 1 and continues to move forward. The on-line registration is working well.

Membership:

The Board discussed the Complimentary membership drive held from November 1, 2010 until June 30, 2011. It was decided that the Board will ask the Membership & Marketing committee to evaluate this program and recommend a course of action for future membership drives.

Student Membership:

The Board discussed asking student members to provide proof of attendance at a post-secondary institution in a full or part-time capacity. Mary will send a request to our student members to provide this information to the association to retain their student status.

OEMA Annual Budget:

Patty reviewed the OEMA annual budget. The budget will be posted on the website in the "Members Only" area.

Patty also provided the end of year accounting, showing a balance of \$52,637.59 as of June 30, 2011.

OEMA Annual Membership Meeting Agenda - October 10, 2011:

The agenda for the annual membership meeting was discussed. Mike will put together a draft agenda to include elections, various committee reports, review of the new OEMA strategic plan and legislative information.

Other Business:

Next meeting of the Executive Board is September 12, 2011, 12:00 p.m. – 4:00 p.m. in Aloha.

There was no further business. The meeting was adjourned at 12:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Davis".

Mary Davis
Secretary