

APPROVED 7/30/08

OECA Board Special Meeting
May 21, 2008
Eagle Crest
1522 Cline Falls Highway
Redmond, OR 97756

Present: Kraig Ludwig, Colleen Neel, Janice Delameter, Marc Hinz, Margaret Davis, Diane Hansen, Jacque Meier, Robert Stevens, Donna Kinnaman

Kraig called the meeting to order at 4:45 p.m.

Draft 2008-09 Budget – Donna reviewed the draft Budget. Margaret made a motion to approve the draft 2008-09 Budget and to forward the Budget to the general membership for approval. Jacque seconded, and the motion was approved.

Logo – Donna made a motion not to do a nationwide logo search based on legal counsel's advice. Jacque seconded, and the motion was approved.

Check Signer – Jacque made a motion to allow Donna to sign check numbers 2374-2382. Colleen seconded, and the motion was approved.

Marc's Retirement – Jacque made a motion to give approval for Donna to write the check for Marc's retirement and to pay related fees for OECA. Diane seconded, and the motion was approved.

Personnel Policy Manual – Diane made a motion for the Executive Committee to adopt the OECA Employee Personnel Policy Manual Effective 5/21/08, which was then to be reviewed by legal counsel and whose recommendations were to be resubmitted to the Executive Committee. Jacque seconded, and the motion was approved.

Pay Days – Jacque made a motion to make the following changes to the Employee Personnel Policy Manual regarding pay days: In the first sentence change once to twice. In the second sentence add that payroll is disbursed on the 15th and the last working day of each month. Eliminate the last sentence. Robert seconded, and the motion was approved.

Retirement Plan – Jacque made a motion that the following requirements be implemented for the Retirement Plan: The age requirement is to be at least 18 years. The retirement is at a rate of 5% of gross wage per month after one year of service and dependent upon the vendor's next available enrollment date. Margaret seconded, and the motion was approved.

Scholarship – Colleen requested a scholarship for Aaron Harold to complete REAP certification in exchange for consulting services on a wind generation project. After discussion Board members decided not to provide a scholarship.

The meeting was adjourned at 6:20 p.m. An Executive Session in accordance with ORS 190.660(L)(i) was called for the purpose of discussion of personnel matters.