



BOARD OF TRUSTEES MEETING

July 9, 2020

Minutes

Call to Order:

The meeting was called to order at 4:32 p.m. by Board of Trustees Chair Jeff Crapper.

Roll Call:

Roll Call indicated that the following board members were present:

Shelly Kinnunen, State Advisor

Felipe Lion, Vice Chair

Kimberly Herder

Jeff Crapper, Chair

Carlie Harris, Secretary/Treasurer

Laasya Yenduri, State President

The following staff members were also present:

Mike Oechsner, Executive Director

Approval of December 9, 2019 Minutes:

Decision:

Kim Herder moved and it was seconded to approve the December 9, 2019 minutes as presented. The motion was adopted unanimously.

Review of Pro Forma 2019-20 Financial Statements:

Discussion:

The management team shared the pro forma budget to actual. It was specifically noted that there are still several minor expenses that will be posted prior to the closing of the fiscal year. One of these items is "leading healthy" PPE kits that we will be sending our advisors as a "welcome back to school – HOSA is thinking of you" in August.

Pro Forma statements reflected that total revenues were \$85,495 and total expenses were \$82,997.98. Net income was \$2,497.02.



2020-21 Operating Budget:

Discussion:

The 2020-2021 Operating Budget was reviewed. The budget anticipates that all events this fall will be virtual and that we will transition back towards in person experiences in the spring. The budget is only a game plan for the year – and with the ever evolving status of our education system, we anticipate that we will need to make revisions to the budget throughout the year to come.

Jeff Crapper asked if the funding from Oregon CTE Foundation was stable. Mike Oechsner confirmed that the board officers for OCTESLF has met and funding reductions there will be reduced from chapter grants, not from CTSO operations. This is positive for HOSA.

Decision:

Felipe Lion moved and it was seconded to approve the budget as presented. The motion was adopted unanimously.

2020-21 Operating Agreement:

Discussion:

The proposed TEAMTRI Operating Agreement was distributed to the Board of Trustees for review last week. As the proposed agreement was created, TEAMTRI looked primarily to be conservative with costs and commitments for Oregon HOSA to safeguard the future of the organization. The total cost of the agreement was reduced year over year.

Highlights of changes from last year include:

- The operational fee for association management was reduced by \$2,000
- The staff team size for the State Leadership Conference was reduced by 1
- The fee for a trainer at state officer training was removed. Training is still taking place (in 10 days), but we are not charging a trainer fee to invest in our student leaders
- The cost of the keynote speaker for SLC was adjusted since it is no longer a shared cost with FCCLA
- There is a new COVID-19 clause in the agreement that allows the Board and TEAMTRI together to make adjustments to services throughout the year if needed based on restrictions that come into play because of COVID

Decision:

Kim Herder moved and it was seconded to approve the TEAMTRI agreement as presented. The motion was adopted unanimously. Shelly Kinnunen abstained from voting and Mike Oechsner is not a voting member of this body.

2021 State Leadership Conference:

Discussion:

At the 2020 State Leadership Conferences, the local advisors selected the date and location for the 2021 State Leadership Conference to be held at the Valley River Inn. Before the



management team could reach a final agreement with the Valley River Inn, their sales team was furloughed and has not yet returned.

It is our intent to move forward with securing the Valley River Inn, however, our team will work to minimize the financial commitment as well as maximize our opportunity to adjust or cancel the commitment based on what circumstances look like when we get further into the year. The management team's full intent is to first and foremost safeguard HOSA as we make commitments.

Engagement Update:

Discussion:

Shelly Kinnunen shared that Oregon, Nevada, and Arizona are partnering to create a student engagement campaign this fall. Our goal is to have a weekly activity that at first is available to anyone who knows about HOSA in our three states, but it will quickly become only available to paid HOSA members.

The goal is to highlight professionals from the health care industry – allowing for a short presentation, followed by Q&A and panel interactions. The state officers from all three states will work together to create these experiences.

State Officer Update:

Discussion:

Laasya Yenduri, State President, shared that the state officer team is now meeting every week. Some of the elements they are concentrating on are fundraising, education, and community involvement. They will have their officer training in less than two weeks.

They are also creating COVID-19 resources for members, which should be ready this week.

Other Business:

Discussion:

Carly asked what advisor development will look like for the year to come. Mike Oechsner shared that the next step for our team is to put together task force teams to help turn HOSA events and HOSA experiences into "hands on" in a virtual environment. This goes hand in hand with our ongoing member engagement experiences.

Carly shared that one of the more important things will be that we communicate these ideas as quickly as we can.

Adjournment:

The meeting was adjourned at 5:02 p.m.