

Northwest Oklahoma Alliance



Board Meeting

Wednesday, September 19, 2007

10:00 a.m. – 12 Noon

Northwest Technology Center-Incubator Conference Room
Alva, Oklahoma

Minutes

1. Call to Order – Meeting was called to order by President Sonja Cook at 10:10 am. Members present: Sonja Cook, Barclay Holt, Mark Faulkenberry, Brian Gaddy, and Patti Wilber. Members absent: Vicki McCune and Nicole Boyles. Ex-officio member present: Neal Williams
2. Recognition of Guests – None.
3. Approval of minutes of previous meeting – Minutes of the August 15 meeting were reviewed. Motion to approve by Mark; seconded by Barclay. Motion carried to accept the minutes as presented. June 20 minutes were presented. Brian made the motion to approve; Barclay, seconded. Motion carried.
4. Committee reports:
 - a. Finance – Mark presented the treasury report with no activity recorded this month. Treasury is \$18,585.00. Mark also brought forward the options for NWOA's status. Options of a 501 (c)3 or 501 (c)6 or combination of the two will be explored further to determine appropriate status for the organization. Mark will present recommendation to the board and its members.
 - b. Communication – No report from Vicki McCune.
 - c. Membership – Patti Wilber reported that significant time was spent building the membership database by adding contacts and correcting email addresses. When membership is paid, the information from the enrollment form may include different contact persons and some information is not provided. Updating membership is vital to communicate with members on NWOA activities. Currently, membership is 65. It was requested to provide a breakdown of member types. Discussion followed on clarification that one membership equals one vote in NWOA according to the by-laws.
 - d. Business Retention, Expansion & Recruitment – Neal Williams continues to watch for any opportunities for northwest Oklahoma in business location/expansions. One major concern is available housing for the workforce. Brian discussed opportunities for builders to come to northwest Oklahoma to meet the shortage of housing. He is in contact with a builder who builds homes in a shorter period and is competitive on costs. Discussions will continue.

Workforce issues were further discussed to meet the needs of local employers and companies looking to relocate. The E-Synchronist system through the Oklahoma Department of Commerce requires considerable time to survey regional businesses. Neal gathers this information as he meets with companies in northwest Oklahoma. NwOA will work closely with Workforce Oklahoma addressing these issues. Opportunities also exist to provide education and training for the regional workforce. Brian will begin developing a list of invitees for the next Land Run as NwOA goes through the year's activities. This list will be added to the NwOA contact list. It was also discussed to continue communications as contacts are made.

e. Special Needs – Sonja Cook reported on D&O liability insurance. Cost for this insurance is estimated at \$700 for \$1 million in coverage. Sonja will follow up on the insurance coverage.

f. Legislative – Barclay Holt reported on plans for the NwOA's "Day at the Capitol" and the legislative reception to be held February 5, 2008, at the Oklahoma History Center. Ticket price will remain the same as last year, \$35. This venue offers flexibility for NwOA and its event considering costs, parking, activities, and space. RSVPs for dinner will assist in room space of 425 people. Discussion followed on having booth space for communities versus large poster signs on easels. The advantage of the large poster signs is that consistency and representation would be achieved. These signs will be displayed at the State Capitol the NwOA booth, representing the region. An event coordinator for the "Day at the Capitol" is being pursued. For the evening reception, Barclay is securing entertainment and a keynote speaker. Regional schools will be encouraged to attend NwOA's event.

g. Events – No report from Nicole Boyles.

5. Discussion/possible action in regards to committee updates.

6. New Business - Mark presented a proposed NwOA budget based on projected income and expenses from each sub-committee. The proposed budget is based on goals and activities of NwOA in 2008. Web site design/hosting and costs associated with accounting were targeted as important activities vital to the organization. A major activity that builds from last year's successful Legislative Reception requires adequate funding as NwOA's "Day at the Capitol" is also added for 2008. After further discussion and revisions, the budget will be presented for approval at the October meeting.

NwOA's annual meeting was set for December 5 from 10:00 to Noon. A pre-annual mixer the evening before was also discussed.

7. Adjournment – With no further business or lunch, the meeting was adjourned at 1:45 p.m.