Number of Attendees: 4

Agenda Topics:

Welcome, treasurer report: (5 min)

1. Updates (15 min): a. Treasury, ONA requests & housekeeping i. Adding Chair to Local account (two officers as signers for account) ii. Check for ONF, any other outstanding debts b. Bylaws requirements and board member expectations i. Meeting Minutes, notices, communications, timely response, and participation. c. Elections, HOD and all positions for CA4 d. ONA Policies e. Roadshow f. CA4 Newsletter, Membership list

2. 12/20/19 or 12/21/19 Bowling Family Friendly Holiday Meeting Dinner or Lunch (5 min) a. Raffle prizes, dessert, pizza, 1 game. b. 2 hours max, must rsvp for raffle and food, be present to win

3. Expenditures Approvals: (5-10 min) a. HOD Stipends, $200-$500 (expected cost $10k or less) a. Min. $200 per delegate up to 50 delegates from PMMC/RRMC b. Max $500 stipends (up to 20 delegates) c. Info on how to use PNCC/Education leave/funds to attend. a. Community Visibility a. $500 for books/toys for tots (including $50-100 for stickers to attach “Merry Christmas from ONA CA4, Southern Oregon Nurses Care for our Community.” Roadshow up to $150 for food/drink b. Holiday Gathering a. Up to $850 for all expenses c. HOD Spring Dinner (prior to HOD) $500 d. Total: $12000 a. Community Visibility a. $500 for books/toys for tots (including $50-100 for stickers to attach “Merry Christmas from ONA CA4, Southern Oregon Nurses Care for our Community.” Roadshow up to $150 for food/drink b. Holiday Gathering a. Up to $850 for all expenses c. HOD Spring Dinner (prior to HOD) $500 d. Total: $12000

4. Interim Appointments through July 1st 2020 (then new elected board members will begin) (15-20 min).

5. Adjourn (5 min)

Motions Approved:
- Add Chair (Dan Richmond) to treasury accounts - Keep local control of CA4 Treasury and become compliant by Jan 20th deadline.  
- Hold election for all CA4 positions with house of delegate election, new officers begin July 1st per bylaws.  
- Host roadshow in January - Host Family friendly Holiday Party at Roxy Ann Bowling alley for up to 100 members 12/21/19 from 12-2PM - $12000 in Expenditures approved and budgeted as listed on agenda through the House of Delegates.  
- Ketura Richmond was appointed as Interim Secretary beginning January 1st 2020.  
- Janice Jones was tentatively appointed as Interim Treasurer beginning January 1st 2020  
- All motions unanimously approved by Meagan and Dan.

**Next Actions, if Approved:**

Reimburse ONA for ONF donation ASAP, Dan will clarify with ONA board compliance requirements regarding treasury and seek out accountant/auditor, Dan will notify Whitney Wong to list all positions for election, Dan and Meagan will follow up with Toni Asher, Dan seek updated membership list and will draft newsletter updating membership on latest approvals, upcoming events, how to use contract education funds/leave to attend HOD, Dan will organize and finalize holiday party details, Dan and Meagan will seek attendees for holiday parties and seek to recruit vice chair appointee, Meagan will ask Sign dude contact to develop sticker, Dan or Meagan will purchase and donate toys on behalf of ONA CA4 with stickers attached.

**Next Meeting Date:** Nov. 8, 2019

**Submitted by:** Dan Richmond