



**Oregon Landscape Contractors Association
Board of Directors Meeting
September 25, 2015
OLCA/Update Management Office * 9:00 am PT**

MINUTES

Attendees: Michael McQuiggin, David West, Matt Triplett, Scott Picker, Jim Vachter, Jesse Stegman, Rod Bailey, Adam Harris, Bob Grover, Jim Larson, Mike Fisher (staff) and Stacey Barrett (staff)

Guest: David Sandrock (OLCA Academic Committee Chair), Niki Terzieff (OLCA Lobbyist) and Elizabeth Boxall (LCB Administrator)

Absent: Richard Kansky, Lisa Walter-Sedlacek, Todd Hunter, Michael Ludeman and Bryan Rott.

President McQuiggin declared a quorum present and the meeting was called to order at 9:10 am Pacific Time.

Secretary Report:

Approval of May 29, 2015 Board Meeting Minutes: A motion was made to accept the May 29, 2015 board minutes as presented. The motion was seconded and unanimously approved.

Review of Action Items: The action list was reviewed with Barrett noting that all items had been completed or would be discussed later in the meeting.

LCB Report:

Boxall gave an LCB office status report. The report included LCB's major accomplishments from July 2015 to September 2015 and planned activities from September 2015-November 2015. Boxall also noted that 3 additional contractor investigators have been hired by the LCB. The LCB is also still looking to fill the vacant Public Board Member position on the LCB Board.

Boxall reported that she has met with Mike Fisher, Stacey Barrett and Matt Triplett regarding OLCA's involvement with Practical Skills Implementation Test (HB3304). A discussion ensued regarding liabilities and time restraints of OLCA's involvement. The Board concluded that at this time, OLCA does not have the resources to help provide support to the LCB for the Practical Skills Implementation Test. If HB3304 was amended to allow only 1 test date a year, OLCA could include 10 additional registrants at the OLCA Certification Test in July.

With no further discussion, a motion was made to create a position paper stating that OLCA cannot support HB3304 as it is currently written. The motion was seconded and unanimously approved.

The Board requested for Grover to draft a position paper for HB3304 and have the OLCA Staff and Board review prior to submitting it to the LCB.

Academic Committee:

Sandrock reported that the committee met in September. He reported that the committee is currently focusing on one goal for upcoming year:

- Create a partnership with Industry and local colleges/training programs to recruit people in careers in the green industry.

The committee discussed the following strategies to help accomplish their goal:

- Work with OLCA Staff to create a Career in Landscaping Page on the OLCA website
- Have more student involvement with OLCA's Expo.
- Create promotional materials for students that showcases what the landscape industry does (wages, professional occupations, etc.)
- Encourage more representation from industry professionals at student events.
- Contact High school Agricultural programs and invite their students to Expo.

Terzieff arrived at 10:09 am.

Government Affairs Committee:

Terzieff reported that the legislative session ended July 6th. A short 35 –day session will begin in February of 2016.

Terzieff recapped the bills that directly affected OLCA Members:

- Landscape Contractor Regulatory Reform (SB 580) – Passed
- Creating a LCB Practical Skills Licensure Test (HB 3304) – Passed

Terzieff also noted that Minimum Wage Increase Legislation (HB 2009 and SB 327) failed.

This legislation was written to increase the minimum wage in Oregon up to \$15.00 per hour. Terzieff indicated that this topic will be debated in February 2016 and there will be an initiative on the 2016 ballot to increase the minimum wage.

The Board requested for the Legislative Committee to track the movement of this topic and report to the board when needed.

Terzieff also noted that the PAC fund is low. She encouraged the Board to start raising funds for the upcoming legislative session.

At 10:45 am a short break was taken. The meeting reconvened at 10:53 am

Financial Report:

August Financial Report: Triplett reviewed the financial report ending August 31, 2015. A discussion ensued regarding budget and current cash flow for OLCA. Fisher reported a concern for the low cash flow for OLCA to the extent that OLCA was delinquent in paying Update Management but all other vendors are current. Fisher indicated that OLCA's cash flow will increase once revenue is received from Expo registrations. Fisher recommended a 3% increase in membership dues starting in 2016. Considerable discussion ensued. Upon completion of the discussion it was moved to increase membership dues by 3% starting in 2016. The motion was seconded and unanimously approved.

A motion was made to accept the August Financial Report as presented. The motion was seconded and unanimously approved.

The Board discussed possible revenue options for OLCA. Fisher suggested that the board have a planning session in January to review OLCA's budget and create a strategic plan. He indicated that OLCA's financial model needs to change and more involvement from members is needed. The board agreed and will discuss in detail at the November Board Meeting.

Fisher also suggested the board consider including job postings on the Careers in Landscaping page on the OLCA Website. Considerable discussion ensues with other options suggested. The motion was seconded and unanimously approved. The Board will discuss again at November Board Meeting.

Membership Report:

Review of New Member Applicants: McQuiggin presented 9 new member applicants, including 4 Associate Members, 1 Regular Member Level 1 Member, 1 Regular Member Level 4 Member and 3 Student Members. The Board reviewed all applications. With no questions, a motion was made to accept the applicants.

McQuiggin discussed the Past Member Calling Assignment List that was sent in May. McQuiggin requested that Barrett to resend the list to the board and for board members to complete the calls prior to the November Board Meeting.

Fisher reported that a new member brochure has been created showcasing what OLCA has done in the legislature in 2015. It will be mailed to over 800 prospects.

Member Spotlight Project: Tabled until November Board Meeting.

Certification Committee Report:

Stegman reported that 35 candidates registered for the Certification this year. He reported that Peter Timmen will be the Certification Chair in 2016.

Expo Committee Report:

Harris reported we have 6,000 sq. ft. of exhibit space sold, compared to 4,600 sq. ft. at this time last year and all speakers have been confirmed. He noted that Barrett will be working with the show decorator to create more marketing opportunities for exhibitors.

Environmental Resource Committee Report:

No Report.

Chapter Reports:

Portland: Larson reported that Cody Plath is no longer in the industry. The Portland Chapter Board has appointed Jim Larson to the Portland Director position for the remainder of Cody's term. He reported that the 2016 golf tournament will be held on June 3rd and will be chaired by Scott Picker.

He reported that the Expo Kick-Off party will be held at McMenamins Kennedy School on December 8, 2015 and they currently have 5 sponsors.

Central Oregon: No report

Mid-Willamette Valley: Bailey reported there has been no activity in the chapter. He will report in November.

Nominating Committee Report:

Picker reported that he has been in contact with volunteers regarding open board positions. He will report the full slate in November.

CEO/Leadership Dinner:

Barrett reported that the event will take place at McMenamins Kennedy School on October 28, 2015 with the focus on SB 580 and how it will benefit Landscape Contractors. Grover agreed to moderate the discussion.

New Business: Barrett reported that OLCA's membership with Irrigation Association is up for renewal. After a discussion ensued, a motion was made to not renew the membership at this time. The motion was seconded and unanimously approved.

Board Calendar:

The following upcoming board meeting dates were identified:

November 6, 2015

There being no further business to come before the board, the meeting was adjourned at 11:55 am.

Respectfully Submitted,



Stacey Barrett,
Recording Secretary

ACTION ITEMS

1. New Member Phone Calls:
 - a. Everbearing Services - West
 - b. Husqvarna - Bailey
 - c. Oregon Nursery Sales, Inc - McQuiggins
 - d. Catch the Bird Landscapes - Bailey
 - e. Nature Safe Landcare - Triplett
2. Grover to draft a position paper for HB3304 and have the board review prior to submitting it to the LCB.
3. Barrett to resend the Past Member Calling Assignment List to the board.

OLCA New Member Report

5/28/2015 - 9/24/2015

Associate Membership Application

<u>Primary Representative</u>	<u>Company</u>	<u>City</u>	<u>Board Mbr to Call</u>
Ron McCabe	Everbearing Services	Portland, OR	West
Levi Smith	Husqvarna	Beaverton, OR	Bailey
Jason Higgins	Oregon Nursery Sales, Inc.	Aurora, OR	McQuiggins
Ryan Sale	Stark Street Lawn & Garden, Inc.	Sherwood, OR	Staff

Regular Member Application - Level 1

B. Tyler Bird	Catch the Bird Landscapes	Corvallis, OR	Bailey
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Regular Member Application - Level 4

Arnie Lopez	Nature Safe Landcare	Gresham, OR	Triplett
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Academic Member Application

Barrett Swalling	Job Corps	Astoria, OR	Staff
Paxton Dean	Tongue Point Job Corps Center	Astoria, OR	Staff
William Broadbent	Job Corps	Astoria, OR	Staff

Total Applicants: 9