



Meeting URL: <https://sowib-org.zoom.us/j/87430644768?pwd=trSzR2KlgbpIhvSalVmSktg6TePdbq.1&from=addon>

Meeting ID: 874 3064 4768

Passcode: 530153

1. Executive Session: Sara Stephens

To consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed. ORS 192.660(2)(h).

MINUTES

2. Call to Order and Confirmation of Quorum

	Dr. Gray (B) (V)	X	Jason Traylor (B)	X	Andy Owens (B)
	Robert Westerman		Ben Messner		Mike Hicks
X	Joe Benetti (B)		Debbie Sargent	X	Rod Sprinkle
	Dave Sanders (B)	X	Ali Mageehon	X	Brian Prawitz
X	Rhonda Amer (B)	X	Amy Kincaid	X	Nichole Moody (B)
	Laura McKeane (V)	X	Marie Simonds (B)		Rachel Pokrandt
	Susan Ray (V)				

Names in red -unable to attend, prior notice given.

The meeting was called to order at 12:01 pm by Joe Benetti. 10 of the 16 members (excluding vacancies) were present, making up 62% of the total members. Of the 62%, 85% represent Businesses.

3. INTRODUCTION OF NEW BOARD MEMBERS/CURRENT OPENINGS

No new board members currently.

4. **PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes.

No public comment was presented.

BOARD ACTION ITEMS

5. DISCUSSION AND POSSIBLE ACTION: Consent Agenda (Approved with One Motion)

a. Meeting Minutes – May 22, 2025

Motion to approve minutes and consent agenda made by Marie Simonds and seconded by Rod Sprinkle. No objections. The motion carried unanimously.

STANDING REPORTS

6. INFORMATION:

Insurance Renewal; Sara Stephens

Our insurance renewal is October 1. Renewal documents have been submitted, and we will be receiving a management liability quote. Total insurance costs for FY24–25 were just over \$32,000. Final documents are expected shortly after September 1 and will be shared for review before renewal.

7. Updated Bylaws; Rena Langston

The Office of Higher Education/Workforce Investment underwent a Department of Labor monitoring. They identified a minor issue in our bylaws, specifically the language allowing board members to be removed or suspended “with or without cause.” This language has been revised along with a few other minor edits. Final changes will be submitted to the CLEOs for approval. A Motion was made to approve the updated Bylaws by Brian Prawitz and Rhonda Amer seconded. No objections, the motion carried.

PRESENTATIONS

8. Financial Statements; Yolanda Brumfield

As of June 30, FY25 preliminary financials show the organization remains in a strong position, with cash of \$922,000, \$2.1M in grants receivable (fully expected to be collected), and a \$400K increase in net assets over FY24. Differences from last year are largely due to timing of invoices and program deliverables, with some funds rolling into FY26. Deferred revenue is lower than FY24 but will adjust at year-end. FY25 will result in a full indirect cost recovery under the updated cost allocation plan, resulting in a break-even for management and general, supported further by unrestricted donations. The FY25 audit begins October 20, with completion targeted before the holidays, and a new accounting system launches September 2 to strengthen reporting going forward.

9. Grant Tracking; Sara Stephens

As of August, we have been awarded over \$2.7M for this program year, including two unplanned but significant grants: the HECC Construction Grant (\$750K, 2 years) and the Apprenticeship Grant (\$450K, 3 years). These provide important long-term stability as other grants phase out in FY26–27. Multiple Early Learning Hub awards were also secured, and Recruit HIPPO has received several new grants, with an additional \$650K still pending. Federal Grants reduction of 4 % from last year, but had expected 10%. State funds we were 10% more than expected.

10. Program Impact

Program Impact stories were shared by Directors Natasha Garrison, Laura Pumphrey, Rena Langston, Tina Carpenter, Jessica Porter and Sara Stephens.

11. Executive Session: Sara Stephens

To consider the employment of a public officer, employee, staff member or individual agent. information or records that are exempt from disclosure by law, including written advice from your attorney. ORS 192.610(2)(a).

BOARD ACTION ITEMS

12. Discussion and Possible Action- After Executive Session the Board made the following motions:

Motion wase made by Andy Owens to increase Sara Stephens' salary by 7.1% effective May 22, 2025 (the date the Board appointed Sara as permanent Executive Director of SOWIB, and Rhonda Amer seconded the motion. There were no objections, the motion carried.

13. ADJOURNMENT

Joe Benetti officially adjourned the meeting at approximately 1:23 PM PST.

Meeting Calendar Available at www.SOWIB.ORG