

Policy Decisions by the Oregon-California Trails Association Board of Directors

1982 Denver, Colorado

1. Establish a two signature bank account. Treasurer and Secretary are authorized to sign, with Treasurer having primary signature authority.
2. All dues and endowment funds are to be sent directly to Treasurer, who shall submit a monthly report to the President and Secretary.
3. Association is to be registered in twelve trail states: Iowa, Missouri, Kansas, Nebraska, Colorado, Wyoming, Idaho, Utah, Nevada, California, Oregon, and Washington.

1983 Independence, Missouri

1. Resolved: That a single state, regional, or local district office within each of these bureaus (Bureau of Land Management, U.S. Forest Service, Bureau of Reclamation, U.S. Fish and Wildlife Service) be responsible for compliance with federal statutes relevant to the protection of historic emigrant trails.
2. Resolved: That legal counsel of OCTA seek federal legislation to establish a historic trail worthy of protection as one which has never been crowned or hard-surfaced, regardless of the amount of vehicular traffic it carried in the 20th Century.
3. Resolved: That the Oregon National Historic Trail, the Mormon Pioneer National Historic Trail, and the future California National Historic Trail all be administered from a single regional office of the National Park Service.

1984 Oregon City, Oregon

1. Resolved: That in the interests of efficiency, a single National Trails Center be established by the NPS to be assigned the administration of all four National Historic Trails, with the center director reporting directly to the NPS headquarters in Washington, D.C.

1985 Scottsbluff, Nebraska

1. Resolved: Officers and Directors of Association are to be automatically removed from office if they haven't paid yearly dues by March 31 of each calendar year.
2. Adopted goals:
 - a.
3. Creation of a consolidated NPS historic trails management office.
 - b. Emphasis upon seeking Association and public access across privately owned trail lands.
 - c. Continuing work on preservation and marking of historic sites, particularly those which are privately owned.

d. Education of the general membership of the Association on the purpose and intent of the NPS feasibility studies and comprehensive plans for historic trails.

1986 Mid-Year Meeting, Cupertino, California

1. Octa Statement of Purpose to be amended to broaden the specific reference to the Oregon-California Trails corridor and to encompass all western historic trails. Merrill Mattes to draft proposed new wording.
2. All local chapter members must belong to the national Association as a prerequisite for membership in a local chapter.
3. The Association will support Santa Fe Trail legislation.
4. Copies of reports to the Board, minutes of Board meetings, and other reports of interest or value will be sent to the local chapters. Local chapters to have as a minimum, publicity and membership committees, and should work on other educational or research projects as possible.
5. Board approved proposal to standardize the treatment of emigrant graves as far as fencing and signing.
6. All Board members to send appropriate materials pertaining to the organization, establishment, and operation of the Association to Association's Historian/Archivist.

1986 Annual Meeting, Carson City, Nevada

1. Written descriptions of all committee duties and responsibilities are to be published in the Overland Journal.
2. Forms are to be provided to all members to enable them to indicate willingness to serve on such committees.
3. Local chapters should complete names and addresses of all landowners along the trails, in the manner currently being done in Oregon.
4. The Association is to consider pursuing the nominations of significant remains to the National Register of Historic Places. Local Chapters to pursue this goal, with support as requested from national headquarters.
5. Texts and designs for proposed historical and grave markings to be submitted by local chapters or the Graves & Sites Committee to the Executive Committee of the Board for approval.
6. Guidelines for Awards and Archaeology Committees adopted.
7. Statement of support for City of Rocks Management Plan adopted.
8. Statement of endorsement of concept of proposed Emigrant Trail National Historical Monument along the Applegate-Lassen Trail in the Black Rock Desert/High Rock Canyon area of northwest Nevada adopted.

General Membership Meeting:

1. Chapter Guidelines adopted
2. Revised Statement of Purpose adopted.
3. Revision of By-laws approved.
4. Revision of Articles of Incorporation approved.
5. Robert's Rules of Order to be used in all future meetings of the Board and Annual Membership meetings.

1987 Mid-Year Meeting, Lakewood, Colorado

1. Nebraska Chapter to have California Hill as a special project and report findings and proposals to Board in August, 1987.
2. Ruth Anderson's History of the Oregon-California Trails Association is to be printed for sale to the membership and the general public.

1987 Annual Meeting, Casper, Wyoming

1. Membership is to be renewed annually on the basis of date of joining the Association.
2. Archaeology Preservation Fund established.
3. Black Rock/High Rock Fund established in honor of Tom Hunt.
4. Awards Committee directed to describe procedures for nominations for Certificates of Appreciation in *News From the Plains*. Chapters authorized to issue chapter certificates of appreciation.
5. Report of Long Range Planning Committee:
 - a. Passage of the California/Pony Express National Historic Trail legislation.
 - b. Establishment of a historic preservation system, to monitor and protect the trails from all outside threats.
 - c. Completion of the COED (Census of Overland Emigrant Documents) project as soon as possible.
 - d. Develop education guidelines for school systems, in their study of westward emigration.
 - e. Establishment of a portion of northwest Nevada as an Emigrant Trails National Historic Monument.
 - f. Promotion and development of programs that bring the westering national heritage to the public's attention.

1987-1988 Executive Committee Decisions

1. Book sales at national conventions to be open to anyone without charge on a space available basis. Books related to the overland trail experience to be emphasized to the largest extent possible.
2. Conventions to be open to non-members as well as members to encourage the growth of membership.

1988 Mid-Year Meeting, Independence, Missouri

1. "Rancher of the Year Award" changed to "Trail Preservation Award" to cover landowners as well as ranchers.
2. Names of donors of markers are not to be placed on those markers unless they are family related.
3. All Chapters are to be provided with a copy of OCTA's liability waiver. All Chapter Presidents are to ensure that all participants of chapter outings sign the OCTA waiver before participating, and provide appropriate safety instructions for all participants.
4. Dues on individual memberships were raised from \$20 to \$25, and dues for family memberships were raised from \$25 to \$30 beginning
5. Life memberships were raised to \$750 effective July 1, 1988.
6. Board adopted OCTA Organizational Plan A with several changes. The plan, as adopted, appears as page H-2 in the OCTA Policy Book and Manual.

1988 Annual Meeting, St. Joseph, Missouri

1. Profits from the St. Joseph Convention shall be placed in the 1989 revenue budget.
2. A media award was established.
3. Within six weeks of any changes in the bylaws, the secretary shall provide each member of the Board of Directors, all officers, presidents of Chapters, and the chairmen of all national committees with an accurate and up-to-date copy of the Bylaws, with instructions to all recipients to destroy whatever previous editions of the Bylaws they may have in their possession, with the exception of archival copies.
4. OCTA's Governance Structure and Procedures, a Summary, and an OCTA organization chart were adopted. (copies attached).
7. Purpose and duties of the Nominating and Leadership Committee were adopted.

Purpose: To work with the Board of Directors, Officers, Committees, Chapters, and members to identify members exhibiting the potential for leadership in the organization, and for service as officers, committee chairs, committee members, and special project leaders.

Duties: To determine capabilities, skills and interests of members who might serve as officers, committee chairs, committee members, and special project leaders. To recommend to the Board and President, as vacancies arise, people to serve as officers, committee chairs, committee members, and special project leaders.

8. Board agreed each Committee Chair shall select members of his/her committee and notify the President and Board.

9. The Nominating and Leadership Committee shall recommend to the President names of persons to fill committee chairs, and the President shall appoint the chairs with the Board's approval.

10. New committees may be formed only with the approval of the Board.

11. Individual Board members, Officers, and members are urged to recommend that the Board of Directors implement specific new projects that will further attainment of OCTA's goals. A project proposal, to be complete, should cover items listed below, as required for acceptance and approval of the Board:

To accept a new project, the Board shall approve a statement of the objectives to be achieved by the project;

Approve a schedule for the project (if appropriate).

Indicate a means by which the project is to be completed (committee, project leader, individual, purchase, etc.)

Approve a person (committee chair, project leader or individual) who shall be responsible for the project.

Approve a budget for the project and authorize the Treasurer to disburse funds in accordance with that budget. (Approval of a budget for the project may constitute a revision of OCTA's annual budget.)

12. For balloting purposes, there shall be one vote per membership.

13. Names of donors of markers or site fencing area are to be printed in the NFP and acknowledged with a suitable Certificate of Appreciation. Function of National Headquarters.

14. Life members are to be sent a Certificate of Acknowledgment. Function of National Headquarters.

15. All budget requests for the upcoming fiscal year (December 1 through November 30) are to be submitted to the Treasurer or Finance Committee (as designated by the Board) by July 1 preceding the general membership meeting in August each year. The Board of Directors shall adopt the budget for the following fiscal year at this annual convention.

16. All funds budgeted to OCTA officers, committees, projects, or programs may be spent up to that fiscal year's budgeted amount without further approval of the Board.

17. All budgeted funds not spent during the fiscal year are to revert to the General Fund at the end of the fiscal year.
18. Copies of the minutes of all Board of Directors and General Membership meetings and a separate listing of all adopted policy statements are to be mailed to all officers, board members, committee chairs, and chapters no later than six weeks following said meetings.
19. All chapters are requested to send a copy of their respective newsletters or publications to National Headquarters. National Headquarters will then distribute copies of these materials to all officers, board members, committee chairs, and chapters, as well as to the editor of the *News From the Plains*.
20. Upon formal review and adoption of the updated and corrected version of the OCTA Policy Book & Manual by the Board of Directors, copies of the Book shall be provided to all officers, board members, committee chairs, and chapters, as well as the editors of the OJ and NFP. It will then be the responsibility of the National Office to update the Yearly Materials on a yearly basis after the annual convention and to add to the Permanent Materials section as determined necessary.
21. All candidates for national office requiring a vote of the general membership shall submit in writing a brief resume of their goals for OCTA; said resume to be included with the ballot material.
22. All Special Funds are to be identified as to purpose, sources of funding, and as to those within OCTA who have access to draw upon them.
23. The calendar, appearing on page A-1 of the Policy Book, shall include on February 28 – Previous Year’s Annual Financial Report is Due.”
24. The OCTA Headquarters revolving working fund shall be increased to \$750.
25. Anyone wishing to use the OCTA logo, acronym, or the Oregon-California Trails Association name must apply through the office of the Treasurer for permission to use it. The Treasurer will immediately notify the Board before granting approval.
26. The manner in which the general funds of this Association are expended shall be defined by the annual budget that has been approved by the Board of Directors; that no funds shall be expended except in accordance with the budget approved by the Board; that the Chair of each committee shall be responsible for expenditures of funds budgeted for that committee; that the Treasurer shall be responsible for permitting expenditures of funds only as indicated above.
27. Chapter names as well as name changes are to be approved by the Board.
28. The library subscription rate for the OJ shall be same as the Individual membership rate, and there shall be no multi-year library subscriptions accepted.
29. Each author of an article in an OJ shall receive two complimentary issues, and should an author wish to purchase additional copies of that issue, the cost shall be \$2 each for no more than 12 copies.

30. Every person who presents a paper at an OCTA convention shall be required to provide a typed copy of the paper to be placed in the Association's archives.

1989 Annual Meeting, Boise, Idaho

1. 1992 Convention will be held in Rock Springs, Wy. 1993 Convention will be held in Baker City, OR. Extend an invitation to the Santa Fe Trail Association to hold a joint convention in Independence, MO in 1995.

2. A Convention Committee is to be activated to 1) establish guidelines for the organization and management of future conventions; 2) make recommendations for scheduling future conventions. Larry Jones to Chair.

3. The Headquarters Office will handle the registration process for conventions as soon as feasible in cooperation with the Convention Committee.

4. Accounting and budgeting procedures were formalized.

5. Board approved the transfer of OCTA funds from Denver to a banking facility in Jackson County, MO.

6. Board established a Fund Raising Committee.

7. Preservation Officer was given authority to 1) approach other historic preservation groups to solicit support for OCTA's appeal on the Parran Flats Case and 2) research the Department of Interior's Federal Land Appeals Board Process.

8. Bylaws changed to read "All nominations for the Meritorious Achievement Award shall be received by the Awards Chairman by June 1. Also, add Nominations for all OCTA Awards shall be received by the Awards Chairman by June 1.

9. Board gave approval for membership list exchanges with other comparable non-profit, historical groups for the purposes of membership promotion.

10. Name of the Rancher of the Year Award changed to Friend of the Trail Award.

11. Volunteer of the Year Award established.

12. Established new funds: 1) General Contingency Fund; 2) Special Publications Fund; 3) Convention Contingency Fund; 4) Headquarters Equipment Fund; 4) Headquarters Store Fund for a sales outlet in the Trails Center.

Authorized the establishment of a photographic archive.

1990 Mid-Year Meeting, Independence, Missouri

1. Board endorsed the proposed Visitors' Center at Chimney Rock to be opened in 1992.
2. New Volunteer of the Year Award to be renamed Distinguished Volunteer of the Year Award.
3. Rock Springs, WY approved for the 1992 OCTA Convention.
4. Board gratefully accepted the gift of the Irene D. Paden Artifact Collection and the Merrill D. Mattes Library.
5. Board accepted the Helen J. Snook Memorial Fund – 14.79% of a larger trust, which is worth approximately \$13,000 and produced \$700 income last year. The Snook Fund was established.
6. The 1989-1990 Budget was amended to include \$26,000 additional allocations: \$3,000 Map project, to be added to Special Publications; \$1,000 Alarm for headquarters, add to Capital Equipment; \$2,000 Computer for COED, add to Capital Equipment; \$2,000 Headquarters equipment, add to Capital Equipment; \$3,00 Travel expenses for Board members; \$1,000 add to the Preservation Fund; \$5,000 establish a Legal Defense Funds; \$5,000 establish a Trail Acquisition Fund; \$1,000 to be added to the General Contingency Fund; \$1,000 to be added to the Convention Contingency Fund; and \$2,000 to Lois Daniel for OJ issues through Volume 8, No. 4.
7. The Treasurer shall be a member of both the Convention Policy Planning Committee and the Convention Committee and have oversight of all convention funds.
8. COED structure revised to include a National COED Administrator, a Database Coordinator, and a Documents Assignment Coordinator.
9. Board approved the development of a membership pin in the colors and shape of the membership patch.
10. Board approves encouraging the concept that each state mark a driving route of the trail.
11. Board supports Lois Daniel's grant application.

1990 Annual Meeting, Omaha, Nebraska

1. The Board authorized an application to place the Johnson Ranch on the National Historic Register.
2. The Board reaffirmed their authorization for three new publications: (a) Emigrant Trail Map; (b) Diary; (c) Graves and Sites Report.
3. The Board accepted the Utah Chapter's application to host OCTA's 1994 convention.
4. The Convention Manual was approved as written
5. Merrill Mattes was granted the title, "Lifetime Director Emeritus".

6. Karen Buck Rennells was appointed “Private Land Owner Advisor to the President” and her services offered also to the Chapter Presidents.
7. The Board approved the Historian/Archivist’s request to send OCTA archival material to Headquarters for storage.
8. The Board accepted Merrill Mattes’s offer to send his OCTA documents and files from 1982 to Headquarters.
9. The Board rejected Trails Head Chapter’s request to form a joint chapter with the Santa Fe Trails Association.
10. The Board authorized Bill Rupp, Chairman of Fund Raising, to make contact with the Land Trust for Historic Properties to learn of areas where funds are available and advice helpful.
11. Board passes the recommendations of the Wyoming Chapter: 1) the Altamont route should not go through South Pass summit where the trail went through, and 2) if it has to go through the pass, it should go down the highway corridor, in an already disturbed area.

Mid-Year Meeting, Independence, MO

1. Board approves \$3,000 from general fund to cover expenses incurred by Officers and Directors to attend the Mid-Year Board meetings.
2. Board approves agreement with the National Park Service for NPS funding of \$10,000 for the marking of the Oregon Trail with Carsonite markers for the 1993 Oregon Trail Sesquicentennial celebration.
3. Board approves draft of agreement with the National Park Service for OCTA to handle all financial arrangements for the Second National Conference on Historic Trails to be held at Corbett, Oregon on Nov. 11-17. The agreement provides for NPS funding of \$10,000 for the self-sustaining conference.
4. Board approves \$5,000 out of funds approved earlier to fund the Western Emigrant Trails Map.
5. Board reaffirms wording of OCTA's official Statement of Purpose without changes.
6. Pursuant to Point 5, the Board accepted the following list of official objectives for OCTA:
 - I. Seek establishment of a preservation system that can identify, interpret, monitor, and protect the western overland trails of the United States.
 - II. Urge designation by the Congress of the United States as National Historic Trails those overland trans-Mississippi trails determined to be of national historical importance.
 - III. Design and establish automated information data bases relevant to the overland migration along these trails.
 - IV. Serve as an information resource for those responsible for education of all ages concerning the significance of the nation's westward migration.
 - V. Establish emigrant trails national monuments, parks, and preserves when appropriate to facilitate education and preservation goals that elucidate the importance of the westward movement in our national heritage.

Specific aims as adopted in August, 1987 and reaffirmed by Board on April 6, 1991, are:

1. Authorization by the Congress of the United States of the California and Pony Express Trails as National Historic Trails.
2. Establishment of a historic preservation system to monitor and protect the western overland trails from outside threats.
3. Completion of the Census of Overland Emigrant Documents (COED) project, including computerization of the data, as soon as possible.
4. Development of educational guidelines for use by school systems in the study of westward migration.
5. Establishment of an Emigrant Trails National Monument in northwestern Nevada.

6. Development and promotion of programs to bring to the attention of the public the significance of the westward movement to our national heritage.

1991

Annual Meeting, Sacramento California

1. Board authorizes conveyance of the California Hill property to the Nebraska Game and Parks Commission. Robert Berry vested with authority to serve as OCTA's official representative in carrying out the transfer.
2. Board approves motion to switch the Annual Membership Meeting at national conventions from Sunday morning following the Awards Banquet to a luncheon on Wednesday with the cost as a separate item in the list of convention events. Convention Manual to be changed to reflect this change.
3. Three new committees: 1) Donations, 2) Land Acquisition, and 3) National and Scenic Trails were established.
4. Board discusses but takes no action on Altamont-South Pass controversy.

Special telephone poll of Board on Altamont pipeline issue, announced in letter from Pres. Ross Marshall, dated September 9, 1991.

6. Board adopts the following resolution:
The board instructs the National Preservation Office to pursue the routing of the Altamont pipeline completely outside of South Pass (preferably by the already-existing Jeffrey City corridor but not excluding the other two proposed alternatives) and that, to this end, all appeal procedures still available to us be fully pursued.

1992

Mid-Year Meeting, Independence, Missouri

1. Board establishes Revenue Task Force Committee.
2. Board contributes \$500 to the support of Committee of 17, a group of 17 trail organizations lobbying for funding of trail projects.
3. Huntington Library agrees to supply copies of all its emigrant diaries to COED.
4. Board accepts following recommendations of the Collections Committee:
 - I. No conservation work be done on the Booker Diary at this time since it is not endangered by mold.
 - II. OCTA should be responsible for determining when conservation work is to be done, based upon recommendations from the NFTC staff.
 - III. OCTA should pay costs of such treatment, seeking matching funds if necessary.
 - IV. Conservation consultations should be arranged locally (within the Greater Kansas City area) whenever possible, and a second opinion obtained, if necessary.
5. Board approves Publications Committee Guidelines as submitted by Don Buck. Guidelines amended to include the addition of the Treasurer in the decision-making process under the guidelines.
6. Board votes to support the concept of a Mobile Museum of the California Trail with the right to withdraw that support if conditions change.

1992

Annual Meeting, Rock Springs, Wyoming

1. Board approves the Historical Studies Series under the Publications Committee. Section 6 of the proposal as submitted in the Publications Committee report was amended to read: "The series would be administered as a sub-entity of the Publications Committee, which will be responsible for the overall editorship of any book in the series.
2. Board voted to support the nomination of the Old Military Road ruts in Omaha to the National Register.
3. Announcement of the signing by President George Bush of the California Trail – Pony Express Bill.

1993

Mid-Year Meeting, Independence, Missouri

1. Board approves appropriation of \$3,000 to help fund public relations effort for the NFTC. Motion asks NFTC Friends organization to provide matching funds.
2. Board makes Jeanne Miller an honorary life member of OCTA.
3. Revenue Enhancement Plan task force dissolved, and a standing committee appointed to implement the task force recommendations.
4. Board votes to update the OCTA history every five years.
5. Board votes to hold 1997 convention in Pocatello, Idaho.

1993

Annual Meeting, Baker City, Oregon

There were no policy decisions.

- 1994 Mid-Year Meeting, Salt Lake City, Utah
1. Endowment Committee announced.
 2. Board votes that any profits from sale of SLC convention book would be split evenly between National and the Crossroads Chapter.
 3. Board accepts changes in Bylaws as put forth in the Bylaw Committee report.
 4. Chapters are to be asked to recommend future convention sites. New sites are to have priority over repeat visits.
 5. \$2,000 allocated for trail markers.
 6. Board endorses concept of the inclusion of emigrant routes through the Southwest—including the Mormon Battalion Trail—under the provisions of the National Trails Act. The Southwest Chapter was designated to take the lead in achieving this goal.
- 1994 Annual Meeting, Salt Lake City, Utah
1. Board endorses the proposed Overland Trails Center in Casper Wyoming.
 2. Pendleton, Oregon is designated as the site for the 1998 national convention.
 3. The Board approves a motion that the history of OCTA's role in enacting national trails legislation be written up and placed in the association's archives.
 4. The Board directs that OJ authors be compensated with 8 copies of the magazine.
 5. A committee to determine OCTA policy on accepting government grants is established. This committee is to be chaired by Jim Budde with Bill Bullard, Bill Watson, and Tom Hunt as members.
 6. Jeanne Miller's title is changed from Headquarters Manager to National Headquarters Executive Director with a salary increase.

- 1995 Mid-Year Meeting, Independence, Missouri
1. Endowment to be used only with Board approval.
 2. Board votes to oppose construction of the Honeydale Dam in Box Elder County, Utah because of resulting degradation of historic trail environs.
 3. Board votes to give libraries a reduced annual membership fee of \$20.00.
- 1995 Annual Meeting, Grand Island, Nebraska
1. Announcement was made by NPS personnel of a Service-wide Memorandum of Understanding for Cooperative Management and Administration of National Historic Trails between the U.S. Department of the Interior (Bureau of Land Management and the National Park Service) and the U.S. Department of Agriculture (U.S. Forest Service). The agreement is to be for a period of five years.
 2. The Board enters into a Master Agreement with the NPS Long Distance Trails Office to administer the challenge cost share grant program.
 3. Marilyn Holt is hired as editor of the OJ on a year-to-year contract basis.
 4. It is stipulated that OCTA's Special Publication Series is to be a self-sustaining operation with 60% of the net sales price going back into its publications fund and 40% to National Headquarters.
 5. Chico, California was designated as the site of the 1999 National Convention.
 6. Bill Hill is authorized to proceed with the publication of the Mormon Trail Activity book.
 7. The Board votes to hold in abeyance the new membership rate of \$20.00 for libraries (enacted at the March 18, 1995 Board meeting) until it makes a decision on other new membership rates.
 8. The Board authorizes OCTA's resignation from the "Partnership for the National Trails System" due to some basic differences in policy. OCTA will still participate in the National Trails Symposiums and the National Scenic and Historic Trails Conferences. OCTA will also continue to be involved in the Association and the Mormon Trails Association and in organizing a Coalition of National Historic Trails Volunteer groups to work with the inter-agency coordinating team of the U.S. Government.
 9. The Board adopts the following resolution: "In a spirit of inclusion, the OCTA Board approves the use of the original Mormon Trail designation on the third and future editions of the Western Emigrant Trails Map." Ross Marshall and Jim Budde are designated to take this resolution to Bob Berry, editor of the Western Emigrant Trails Map, and explain to him the Board's reasoning and actions. (Bob Berry subsequently refused to accept the direction of the Board in this matter, claimed that he retained ownership of the map as its editor and subsequently resigned from OCTA.

1. Board votes to have tapes kept of board meetings for the use of the secretary. Tapes are to be kept in the safe at national headquarters. Tapes only to be released after the minutes are officially approved at following board meeting, and then only with the approval of the board.
2. At the request of Tom Hunt, National Trails Preservation Officer, the board approves the following resolution: "The Oregon-California Trails Association, this nation's only organization dedicated to the preservation, appreciation, and enjoyment of the overland trails experience, hereby urges the Wyoming Bureau of Land Management to nominate the South Pass Historic Landscape District to the National Register of Historic Places."
3. Also at the request of the National Trails Preservation Officer, the board approves the following resolution: "The Oregon-California Trails Association, this nation's only organization dedicated to the preservation, appreciation, and enjoyment of the overland emigrant trails experience, supports the effort of Scott's Bluff National Monument to purchase and/or obtain an easement to preserve historic Robidoux Pass in Nebraska. This expression of support is contingent upon the existence of a willing seller and payment of fair market value for any such purchases.
4. The Board passes the following motion: "The Board asks the Publications Committee to develop an overland trails map, define editorial policies and procedures, secure OCTA's copyright to the map, and consider accepting the draft map or developing an alternative map for publication. "
5. The Board apologizes to Bob Berry for its handling of the Western Emigrant Trails Map controversy.
6. The board authorizes the formation of a new Kansas State Chapter.
7. In regard to OCTA's "home page" on the Internet, the board votes to authorize the sponsorship of the Overland Trails mailing list for a trial period of one year. The committee is to report back at the end of the time. The Public Relations Chair is authorized to form a subcommittee to develop an OCTA home page and website for the Internet to be put on-line as soon as practicable and to submit a report in one year. OCTA headquarters is authorized to establish an e-mail connection. The Pub. Rel. Chair is authorized to publicize OCTA's website. The Pub. Rel. Chair is to be provided with necessary information pertaining to awards and board members prior to conventions. Committee Chairs are to provide the Pub. Rel. Chair with relevant information in a timely manner.
8. Copies of all chapter newsletters are to be sent to all other chapters, according to previously-established board policy.
9. The January, 1996 issue of *News From the Plains* makes more explicit the criteria for nomination and selection for national awards.

10. The board votes to “to in-service the chapter convention committees at the convention site if requested by the convention chairman, the cost to be paid from the convention fund.
11. The board votes to hold the year 2000 convention in Kansas City.
12. The board votes to combine family and individual memberships into a basic membership at \$35.00 and retain the student membership at \$15.00. This dues structure is to be implemented at the beginning of the fiscal year October 1, 1996.
13. The Publications Committee submitted proposed guidelines. These proposed guidelines were accepted by the board, and are on file at national headquarters. All questions pertaining to the editors of the various OCTA publications are to be directed to the Publications Committee Chair for resolution.

1996

Annual Meeting, Elko Nevada.

1. The individual annual membership dues are set at \$35.00, family dues at \$40.00, student dues remain at \$15.0. No action is taken on Library dues.
2. The Board determines that funds specified for preservation within the Endowment Fund may be used for preservation projects in emergency situations with board approval.
3. The Board goes on record as supporting public officials in carrying out their legally-mandated land management responsibilities without threats or violence from the public. All disputes over public land policy should properly be resolved in the courts without recourse to intimidation.
4. In response to its resolution of March 23, 1996, the Board is informed that the Wyoming BLM is planning to place the South Pass Historic Landscape in the National Register of Historic Places.
5. The Board approves the awarding of a plaque to be titled “The Merrill J. Mattes Award for Excellence in Writing” to the author of the best yearly article published in the *Overland Journal*. The establishment of this award is contingent upon the concurrence of Mrs. Mattes. Three members from the Publications Committee are to choose the recipient of this prestigious award.
6. The OJ editor, the writer of the article, and the Publications Committee Chair are authorized to determine jointly if an article printed in the OJ can be republished in another magazine.
7. The Board raises the Special Publications Fund cap from \$10,000 to \$15,000.
8. The Board directs the Publications Committee to find a “Developmental Editor” to begin work on an overland trails map under the direction of the Publications Chair.

1997

Mid-Year Meeting, Independence, Missouri

1. The Oregon-California Trails Association endorses and supports the California-Nevada Chapter's intention to reach an agreement for its members to donate books, documents, maps, and other materials to the Sacramento Room at the Sacramento Public Library.
2. It continues to be the policy of OCTA only to exchange mailing lists with similarly- oriented organizations. OCTA's mailing list is not to be made available for use of members in issues not authorized by the Board.
3. The Board adopts the following Disabled Accessibility Policy: It is the policy of the Oregon-California Trails Association to adhere to the American with Disabilities Act provisions which affect this organization. The Board of Directors asks that any questions or concerns relating to accommodation matters or other issues under the Act be brought to its attention. Guidelines are to be prepared within 60 days for implementation in future national conventions.

1997

Annual Meeting, Pocatello, Idaho

1. The Board authorizes reimbursement for reasonable expenses for committee chairs or any other persons who have been authorized or requested by the President to attend the Board meeting for business.
2. Casper, Wyoming is designated as the site for the 2001 national convention.
3. The Board directs the Mapping Committee to develop a new western trails map.

1998

Mid-Year Meeting, Phoenix, Arizona

1. Board approves renaming of the Executive Committee to the Administrative Committee which will act as a standing committee to be a liaison between the OCTA Board and the Headquarters Office and to act on administrative assignments as requested by the President. The committee of four members, at least two of whom are Board Members, will be appointed by the President with the approval of the Board at the Annual Director's Meeting. Committee members will serve a four year term on a rotational format, meeting at least once a year at Headquarters. The President will serve as an ex-officio member. The Headquarters Manager may serve as a non-voting member. The present Headquarters Committee will be discontinued and those duties assumed by the Administrative Committee and the Headquarters Manager.
2. Tentative approval was given to KANZA Chapter to sponsor the 2003 national convention.
3. The Long Range Committee report on the goals and objectives of OCTA was accepted and the Administrative Committee is to evaluate and implement its recommendations as appropriate.
4. A motion for membership in the American Association of State and Local History (AASLH) recommended by the Long Range Planning Committee passed unanimously.
5. The motion to update OCTA's history every five years has been rescinded and a motion passed for the update to occur every ten years.
6. The Board directs Kathy Conway, OCTA Headquarters Manager to solicit bids to produce a trail map.

1998

Annual Meeting, Pendleton, Oregon

1. Steve Corey of Pendleton, Oregon was named OCTA's legal counsel.
2. New national board members are to be given an up-to-date Policy Manual at the time of their election in August.
3. There is an orientation and training session for all national board members one day prior to the annual mid-year board meeting.
4. The annual mid-term board meeting is to consist of two days. The first day shall be devoted to orientation, training, and up-date from headquarters, and an unofficial discussion of pertinent OCTA issues. The President is encouraged to include past active members in these sessions.
5. The national mid-year board meeting is to be held at national headquarters at least every other year.

6. All public relations releases are to be issued under the National Headquarters heading, not under local heading.
7. National Headquarters Manager is to be supplied with copies of all OCTA publicity and press releases for filing in headquarters files. Headquarters Manager is also to be supplied with an up-to-date list of all members on the OCTA e-mail membership directory.
8. Copies of all official communications from an OCTA director, officer, or committee chair are to be sent to Nat. Headquarters for filing. Presumably this includes e-mail (?). Confidentiality will be respected if requested.
9. All official communications, as noted above, should identify all recipients who have been copied said communications.
10. Once the OCTA Manual has been up-dated and revised, National Headquarters is to send identical up-dated materials to all directors, officers, and chapter presidents. The up-dated materials and all subsequent Manual materials are to be dated and all previous materials discarded as directed. (The minutes do not indicate who is assigned to up-date and revise the Manual.)
11. All contracts signed on behalf of OCTA are to be signed by the president or his designee.
12. The National Trails Preservation Officer committee, chaired by Dick Ackerman is to give an interim report at the id-year meeting and a final report at the 1999 Chico National Convention.
13. Tom Hunt was asked to serve on the National Trails Preservation Officer Committee. He declined official participation but expressed his willingness to advise. A letter of commendation to Tom Hunt is to be sent.
14. The year 2003 national convention is awarded to the KANZA chapter, and is to be held in Manhattan, Kansas.
15. The editor of the *News From the Plains* is to receive compensation of \$1,000 per issue.
16. The Board votes to join the Partnership for the National Trails System and to pay dues of \$1,000 for 1998 and additional \$1,000 for 1999.

1999

Mid-Year Meeting, Independence, Missouri

1. The Treasurer and Administrative Committee are directed to pursue legally establishing an endowment fund.
2. The financial books to be audited prior to July 1, 1999.
- 3.. A transfer of \$33,610 will be made from the general fund to the endowment fund.
4. Suzette McCord-Rogers is to be our official liaison with NPS.
5. The Board of Directors will support the National Park Service ban on rock climbing on the Twin Sisters Rocks in the City of Rocks National Reserve, Idaho.
6. A committee comprised of Roger Blair, David Welch, Dick Ackerman, and Steven Corey be empowered to pursue actions concerning City of Rocks.
7. In section *f of the Preservation Program Description* the wording should read “With the *concurrence of* the President, develop and make reservations....
8. The Board affirms its support of completing the authorization of the California, Oregon, and Mormon National Historical Trails to include all appropriate pioneer historic trails.
9. The Dorman offer on Tar Springs Ranch property (Loomis gift) is to be accepted. Should Dorman not accept, the President is authorized to extend offer to Hubbartt.
10. The editors of OCTA publications may be members of the publications committee.
11. A Distinguished Service Award is to be created. It is understood that this award will most likely be given to non-members. There will not be a monetary amount tied to this award.
12. OCTA will join the Partnership for National Trails System in endorsing willing seller legislation.
13. OCTA urges the state of California, as guardian of this historic landmark, to take immediate and emphatic steps to stabilize the condition of said John Marsh dwelling and to forthwith begin a plan of restoration so that this important relic of California’s early history be preserved for the edification and enjoyment of future generations.
14. The Bozeman Trail Heritage Conference will receive support in the amount of \$400. The California Historical Wagon Train will receive \$500 general fund monies, with \$500 match from Membership budget to promote OCTA.

1999

Annual Meeting, Chico, California

1. The Board is to draw up a contract or an agreement to cover situations where a volunteer (s) produces work for OCTA. Such a signed agreement should state that all resultant work becomes the property of OCTA and that OCTA owns the copyright. The President should assign this duty.

2. Transfer of \$20,380 from the Endowment Fund to the general account. Transfer of 5,845, the balance of revenues from Fund Raising Drive VI.
3. OCTA's Treasurer is to enter into an agreement with The Greater Kansas City Community Foundation and transfer the current assets contained in OCTA's Endowment Fund in accordance with the provisions of the Instrument of Transfer. Assets include Loomis Funds and current assets at time of transfer; notwithstanding what is in the Instrument of Transfer document. As close as possible, the investments into the sub-funds are designated as 50/50 into the restricted and unrestricted accounts.
4. OCTA will provide \$1,000 for the Partnership for the National Trails System dues.
5. The revised organizational chart presented by President Welch is approved. The Administrative Committee is dissolved. Three Board level committees will be formed. The modified governance statement is reconfirmed.
6. Reno, Nevada is approved as the 2002 convention site.
7. The office manager of OCTA will/may issue and publish a request for applications for the positions of editor and production design supervisor every three years based upon and including a detailed job description and suggested compensation rate prepared by the Publication Committee. These two job contracts could be assigned to one individual with appropriate skills if the selection committee so determines. The Nomination and Leadership committee will select the editor and production/design supervisor with the President of OCTA and present that recommendation to the Board for approval. The President will execute contracts based upon their decision for the production of *Overland Journal* for a period of three years. The contracts will contain detailed job descriptions and contain appropriate performance clauses for termination.
8. The printing and binding of *Overland Journal* be put to bid on an annual basis from a detailed RFQ (Request for Quotation) prepared by the Publication Committee. The RFQ will be sent to a list of vendors prepared by headquarters and subject to review and revision by the Publication Committee. Selection of the vendor will be based upon competitive bids and quality of printed samples provided by the vendor, and such selection will be executed by an authorized representative of OCTA following consultation with and recommendations from the Publications Committee, the President, and Treasurer of OCTA.
9. The Board of Directors of OCTA directs the editor of *News From the Plains* to attend the annual convention each year. Room, registration and travel expenses to and from the convention will be paid by the organization.

1. All funds designated as “Endowment Fund” by Annual Fund Drive contributors are to be transferred to the GKCCF for credit to OCTA’s Endowment account, restricted fund.
2. The following resolution was passed: “The Board of Directors of the Oregon-California Trails Association (OCTA) supports the initiative of the California-Nevada Chapter to establish a National Conservation Area (NCA) in Northwest Nevada along the Applegate Trail. Furthermore, OCTA supports multiple uses of the NCA including gazing, access by motorized vehicle and other recreational activities. OCTA will support the continuance of these activities when the management plan is prepared, consistent with reasonable trail preservation.”
3. The Mattes collection is to be removed from the OCTA balance sheet in accordance with accounting procedures (SFSS No. 116). Collections are not capitalized, as approved by the American Association of Museums (AAM) and the Financial Accounting Standards Board (FASB).
4. Charles Little (California-Nevada Chapter member) is named “Library Research Coordinator” for OCTA work on a special project to obtain copies of trails-related materials for placement in the Mattes Library at the NFTC.
5. All OCTA signs will include the OCTA address in Independence, Missouri.
6. OCTA is to reaffirm its support for the National Historic Trails as defined in the National Park Services 1999 Comprehensive Management and Use Plan for the California and Pony Express National Historic Trails, which plan also updates the Oregon and Mormon Pioneer Trails and provides for future additions in the “Recommendation For Future Study”.
7. OCTA will not relinquish any claims to the 1991 and 1993 versions of the Western Emigrant Trails map. OCTA affirms that its 1991 and 1993 copyrights of the Western Emigrant Trails map have been infringed on the 1999 Western Emigrant Trails map. Any current OCTA efforts to prepare a new trails map are to be terminated.
8. The OCTA Board of Directors authorizes the president to seek resolution of the copyright conflict concerning the Western Emigrant Trails maps by whatever means and extent that he deems appropriate.
9. Additional funds for office staff, accounting support and new computers in the amount of \$8,100 are approved.
10. OCTA will give \$5,000 to Wyoming Chapter for trail marking in cooperation with BLM and expect a report back from the Chapter when completed.

1. Someone familiar with Missouri employment law will review the proposed Employee Policy manual. The manual will be brought back for final adoption at the next meeting.
2. The Investment Advisory Committee will be updated. It is to be composed of the new Treasurer as chair, the President, three board members and one other member. The named members are Dave Welch, Chuck Martin, Reba Grandrud, Tom Laidlaw, and Jim Budde.
3. Personal vehicle coverage should be included in our insurance policy next year. This will cover employees when they use their own vehicle for OCTA business. The new treasurer will verify that there is liability coverage on our California Hill property.
4. \$5,000 may be withdrawn from the unrestricted endowment for trail marking if necessary.
5. President Welch is to write to the Governor of Nebraska reminding him of our offer to donate our California Hill property to the Nebraska State Historical Society.
6. Al Mulder was appointed as deputy preservation officer to assist Dick Ackerman on the Goldfleck Properties in Utah.
7. President Welch will negotiate three-year contracts with the editors/designer of the *Overland Journal* and *News From the Plains*.
8. The August 1999 Publication Policy is to be revised by striking the statement that "applications for the positions of editor of NFP and OJ will be solicited every three years" and be replaced by the statement that "work of the editor of the NFP and OJ will be reviewed every three years by Committee A, and that this review could lead to solicitation of applications for those positions."
9. The Awards Committee should report to the Board on the OCTA awards criteria at the mid-year board meeting.
10. We need to insure that funds with specific designations be used for that purpose. They currently revert to the general fund in the next budget year.
11. The procedure for Challenge Cost Share applications has been revised. The Chapter president will make the first review and will be part of the team. The application will go to Suzette McCord-Rogers with a copy to the president and preservation officer. Suzette has the authority to review for assurance that the project is in compliance with the objectives of OCTA. It will then go to Kay Threlkeld for final approval and initiation of the contract. OCTA's president will receive the contract for signature. The project manager is the person responsible for completing the project.

12. President Welch is to encourage Chuck Dodd to work on the “Names on the Plains” database. This portion of the COED project will be added to the bookstore web site as a separate order form. Kathy Conway will retrieve names as requested.
13. A proposed grants policy was reviewed. The Committee C will refine the Policy and return it at the next meeting. The Treasurer is the Chair of the Grants Committee and members will be the treasurer and Committee C.
14. The Reimbursement Policy is to be written to cover mid-year board meetings only and the individual cap model is to be used. The Policy will be brought back at the mid-year board meeting.
15. David Welch is to meet with a copyright attorney to discuss our position on the WET map.
16. The proposed dues increase is to be implemented beginning January 1, 2001.
17. 17. The Chapter Committee is to assist Colorado with their proposed disbandment of their chapter.

1. Motion by Chuck Martin, Second to accept the Mission Statement of the Publications Committee as presented by Candy Moulton.
2. Motion by Frank Tortorich, second by Stan McKee, that we approve publication of the Lewis and Clark Workbook provided that there is no conflict with the Lewis and Clark Foundation. This project would be funded through special publications.
3. Motion by Stan McKee, second by Chuck Martin, that OCTA and their attorney will file with the Copyright Office in the Library of Congress the position that OCTA is a joint owner of the 1991 and 1993 version of the Western Emigrant Trails Map. A copy of the statement will be sent to Robert Berry with a letter stating that the 1999 map is a derivative of the 1991 and 1993 maps and pursuant to the law he must reserve one half of the proceeds from his sales for OCTA.
4. Motion by Bob Kabel, seconded by Vern Gorzitze, that we accept the modification to the reimbursement policy as presented: "Persons eligible for reimbursement may submit receipts for expenses to OCTA with written confirmation that the individual does not seek reimbursement and considers this a donation to OCTA. OCTA will provide a letter confirming the donation, which the donor can use as a receipt for charitable donation purposes. Those who do seek reimbursement may request that the amount above the \$300 maximum be considered a donation and request receipt for such"
5. Motion by Stan McKee, second by Chuck Martin, that the Executive Committee, consisting of the president, vice-president, treasurer, past president, preservation officer, and secretary plus the chairman of Committee A (Reba Grandrud) be directed to examine the reorganization of headquarters office. They are to prepare an interim report by June first and a full report at the August convention.
6. The board considered a review of OCTA's Statement of Purpose and possible alternatives and also the qualifications for nomination to the board. It was decided to take no action at this time on both items.
7. Motion by Bob Kabel, second by Stan McKee, that in any election for positions on OCTA's national board of directors, all candidates shall be notified of the complete tabulation of votes as soon as the counting of votes is complete and confirmed. Furthermore, the complete tabulation of votes shall appear unobtrusively in the issue of *News From the Plains* in which the new national directors and officers are introduced.
8. Motion by Bob Kabel, second by Don Popejoy, that the national Board of Directors urges convention planners to consider the utilization of parallel sessions so as to increase the opportunity of choice among audience members and to provide greater opportunity for members to present the results of their work.

Annual Meeting, Casper, Wyoming

1. Motion by Fran Taplan, second by Stan McKee, that the board establish a \$250 honorarium for each recipient of the Outstanding Educator Award, and that the \$1,000 donation made to OCTA be used for this year's recipients.
2. Motion by Reba Grandrud, second by Randy Wagner, that there be separate committees for Educator and Merrill Mattes awards and that their chairs be members of the Awards Committee.
3. Motion by Fran Taplan, second by Tom Laidlaw, that Dave Welch as National Preservation Officer develop a checklist of required permits and permissions for the various types of signs that might be used for trail marking and that he develop a policy for Board consideration at the March 2002 Board meeting.
4. Motion by Frank Tortorich, second by Reba Grandrud, that when the database will support this, in all membership categories with two adults listed, two ballots will be sent.
5. Motion by Frank Tortorich, second by Fran Taplan, that OCTA move its renewal date for all members to January as soon as practical.
6. Motion by Stan McKee, Second by Fran Taplan, to accept the Memorandum of Understanding with the California State Library regarding the establishment of a West Coast OCTA research library emphasizing California trails.
7. Motion by Stan McKee, second by Reba Grandrud and Fran Taplan, to accept the Preservation Policy with two minor corrections.
8. Motion by Stan McKee, second by Tom Laidlaw to approve the budget for 2002 as presented.

1. Accepted the Treasurer's recommendations to remove endowment fund investments from the financial statement to reflect a more accurate picture of expenses and income over which OCTA has direct control.
2. Direct that the OCTA President, Preservation Officer, the OCTA Legislative Liaisons, and the Wyoming OCTA Chapter President be authorized to send a letter to Congress, indicating that OCTA will work within existing historic preservation laws to cooperate with existing agencies and industry.
3. Established a committee of Jim Budde, Dick Pingrey, and Chuck Martin (as an extension of the Long Range Planning Committee) to create a policy statement regarding endowment funds, recognizing that donors expect their contributions to be available in perpetuity so funds will be invested with a long term perspective. To fulfill this objective the Board of Directors recognizes its responsibility to adopt policies and add new monies that will enable the endowment funds to grow.
4. Directed that a Loomis Fund in the amount of \$130,000 be established, with the principal and income restricted to preservation purposes, and that the Investment Advisory Committee administer this fund.
5. Directed that the \$130,000 to establish the Loomis Fund be taken from the \$174,000 unrestricted endowment funds and that, in order to replenish the unrestricted endowment funds, the Board of Directors initiate immediately a fund drive to raise \$100,000.
6. Approved the production of a *Names on the Plains* CD. The work is to be conducted under the oversight of the COED chair.
7. Endorsed the continuing development and ultimate sale or distribution of the *Researcher's Tool*.
8. Approved continuing the process of obtaining the rights to the *Names on the Plains* CD for OCTA.
9. Endorsed the duplication of COED records for security purposes.
10. Adopted the revised interim trail marking policy as presented to the Board of Directors on March 8, said policy to include approval for the use of three types of markers: carsonite, novaloid, and steel rail.
11. Directed that OCTA file for copyright on the 1991 and 1993 editions of the WET map.
12. Accepted the invitation from the Utah Crossroads Chapter to host the 2005 convention and to continue their planning.

13. Supported the pursuit by the OCTA officers and chairs of the three Board committees of steps toward the establishment of an Association Manager position, with the expectation of regular reporting to the Board and the understanding that the initiative may be terminated at any point if it becomes unfeasible or undesirable. Parallel to this should be the development of a comparable plan for staffing the Headquarters Office if the decision is made not to pursue the Association Manager position.
14. Reaffirmed the Board of Directors' previously expressed policy of seeking written agreements with all volunteers whose work has the potential to produce a salable product.

2002

Annual Meeting, Reno, Nevada

1. Expenses and income remain very much the same as in the 2002 budget.
2. Money from the Special Endowment Fund Drive to go into the unrestricted endowment, with an eventual goal of an endowment of one million dollars. Discussion regarding how to present to OCTA membership without putting pressure on people to give.
3. Approved motion to proceed with the Special Endowment Fund Drive, with emphasis on "give what you can".
4. Board members received a handout outlining the agreement with Pat Loomis regarding how the funds are to be spent. The gift had been accepted, so no board action required.
5. Tom Laidlaw has resigned his Board position. George Ivory appointed to fill the vacancy.
6. The 2005 convention will be held in Salt Lake City. Proposed dates are August 14-21, a week later than specified in OCTA bylaws.
7. The National Park Service has made a commitment to fund the position for the next two years at \$85,000 per year, with the possibility of further funding for the remaining three years of the agreement. The OCTA Board will continue to refine the position description and work to secure long-term funding for the position from other sources.
8. Approved motion to create the position of Association Manager.
9. Approved the acceptance of the five-year cooperative agreement with the National Park Service.

10. The video produced by John Krizek is completed except for some final editing and the production of copies for distribution and sale. John requested \$1,500 to complete these final steps. Motion approved allocation of \$1,500 to complete final editing of the video and produce copies.

11. Jim Budde, as OCTA's official liaison with the National Frontier Trails Center and the city, has requested an appointment with them to discuss issues regarding the agreement. Authorization approved to allow Jim Budde and his committee to negotiate with the City of Independence to protect OCTA's interests.

2003

Mid-Year Meeting, Independence, Missouri

1. Directed that total amount of funding received from the National Park Service be included in the Treasurer's yearly financial statement provided for the Board of Directors.
2. Authorized Search Committee to advertise the position, screen and interview candidates and employ an Association Manager.
3. Accepted the job descriptions for Association Manager, Headquarters Manager and Headquarters Assistant as revised by the Board of Directors on March 7, 2003.
4. Approved St. Joseph, Missouri as the site of the 2006 national convention.
5. Awarded the 2005 national convention in Salt Lake City to the Utah Crossroads Chapter.
6. Ratified chairpersons of all existing committees.
7. Directed Chairperson of Committee B to select a subcommittee to review the bylaws and policies of the association.
8. Approved the sale of copies of scanned images of COED survey forms for \$10 each (plus postage and handling) for surveys up to 20 pages; pages above 20 to have a surcharge of \$1 per page.
9. Directed the Publications Committee to work with the National Park Service Long Distance Trails Office on development of a trails map that could be sold through the OCTA bookstore.
10. Directed Committee C to develop a policy concerning the acquisition of real property by OCTA; the policy to acknowledge the role of chapters in these activities.

2003

Annual Meeting, Manhattan, Kansas

1. Approved the 2004 budget as presented.
2. Approved the July 30, 2003 draft agreement with the City of Independence.
3. Directed that Cindy Moulton be hired as Editor of *News From the Plains* and that Bob Clark remain as Editor of *Overland Journal*.
4. Created a Young OCTA award for children and youth between the ages of six and twenty-one who have demonstrated particular interest in OCTA and the history and/or preservation of historic emigrant trails. The award would be presented to an individual or group whose interest and involvement had been demonstrated through participation in OCTA meetings, activities, or work projects over an extended period.
5. Directed that the chair of all standing committees develop and maintain a statement of committee purpose, subject to Board approval, and that the chairs of all committees be required to submit a report at annual and mid-year Board meetings, even if it is nothing more than a statement that the committee has been inactive during the reporting period.
6. Adopted the following policy: "It is the policy of OCTA to encourage the development of preservation easements, and other types of protective measures short of ownership. However, in recognition of the fact that each case is unique and that state laws define the procedures and regulation, the development and easements should be referred to the national organization at the earliest possible time. Chapter members may take the lead in developing easement agreements subject to review by the National Preservation Officer and an appropriate attorney. The National Board will approve all agreements when in final form.
7. Directed that an amount up to \$5,000 be authorized to be spent for improvement of access to the Whitman Mission site as per the package provided by the National Park Service dated July 7, 2003, from Francis T. Darby. Funds for this work will be sought from chapters that wish to participate and from other sources.

2004

Mid-Year Meeting, Independence, Missouri

1. Preservation priority. Implement training program for developing Chapter preservation officers. Re-affirm commitment to work with Federal & State agencies. Develop working relationships with other organizations of similar interest.
2. Continue development of M.O.U. (memorandum of understanding) between OCTA, State Historical Preservation Office (SHPO) and BLM concerning trail preservation – agreement with WY to adopt WY State Historical Preservation Office (SHPO).
3. “Licensing and Reproduction Rights” document to be used by OCTA to prevent any violation of copyright laws.
4. Committee A to develop materials that are to be used in administering annual reviews of OCTA employees.
5. Article XIII, Paragraph B (by-laws) clarification: “Only a dues-paying member of the Association in good standing shall be eligible to become a member of a Chapter”.
6. Reintegrates that continuing investigation by Committee B of Incorporation Laws of CO and MO is appropriate.
7. Encourage Chapters to study the feasibility of developing Library Collections in the States/regions.
8. Recognize various documented routes of the Cherokee Trail as important alternate routes of the California National Historic Trail and supports designation of the Cherokee routes as a National historic Trail.
9. Cooperative Agreement #H-150040019 – between US Dept. of Interior, NPS & OCTA – approved.
10. Approved Association Manager Travis Boley to authorize final agreement with Highland Mint to develop Series 1 of historic coin series.
11. Mid-year board meeting to be held no later than the last week of March.
12. Elko Convention logo approved.

2004

Annual Meeting, Vancouver, WA

1. Need a Preservation Committee
2. M.E.T. Manual procedures outlined.
3. Discussion of developing a Strategic Plan; need for guidance – help from NPS is available.
4. Appropriate an amount not to exceed \$10,000 from the endowment fund “interest” income for the purpose of planning and conducting a strategic planning meeting for the Board of Directors and other appropriate OCTA members.
5. Approved staff evaluation form.
6. Membership, approved different categories/levels/cost.
7. National issue memberships – chapter has option to collect national as well as chapter dues.
8. Bylaws/Policy Manual Revisions: Discussion of functions of Officers & Board members – motion made “to submit proposed by-laws to be reviewed by an attorney and advise if revision be needed” (Budget amended to allocate \$250 for legal reviews) (Budget amended to include \$500 for Policy Manual Committee).
9. Historic Trails Map in production – based on map provided by NPS.
10. OCTA 2008 Convention approved for Elko, Nevada.
11. Mid-term Board meeting accepted at Denver, CO location.
12. Community Workshops – Partner with NPS to conduct community workshops related to the feasibility studies authorized by HR – 1051.
13. Authorized the emergency expense of \$12,000 from the (Loomis) Endowment Fund should it be necessary (item 12).

2005

Mid-Year Meeting, Aurora, Colorado

1. Membership policies as follows passed:

a. adult members to receive membership card, *Overland Journal*, *News From the Plains*

b. National will process all memberships, national and chapter dues shall be collected simultaneously.

c. Membership form to include Chapter dues information.

d. Membership renewals shall be based on National monthly renewal basis.

e. Members will be allowed to pay up to two years in advance.

2. Adopted Audit Committee & By-laws.

3. Approved committee appointments for Board Committees A,B, &C, Audit Committee Fund Raising Committee, OCTA Libraries, Preservation Committee

4. Accepted the Audit Committee purpose and authority statement.

5. By-laws included in the Policies and Procedures Manual, approved for inclusion in the policy Manual.

6. Approved OCTA Projects/Preservation developments for Meeker Partner (WA), High Desert Museum (OR), City of Rocks (ID), Little Sandy (WY), and Gardner Junction (KS)

7. Passed motion for OCTA to encourage donations of trails-related materials, donations should be unconditional and encourages donations of funds to support the care and management of collections.

8. Motion for approval of Article III of By-Laws: Emergency Meetings -may be issued by the President if board action must be taken before a Special Meeting can be arranged. Emergency action votes shall be recorded in the official minutes of the next regularly scheduled board meeting.

9. Commemorative Coin – 2nd coin to feature “Bent’s Old Fort” as a cooperative program with the Santa Fe Trail Association.

10. S-54 Workshops: Funds authorized to partner with NPS to conduct community workshops related to feasibility studies (Senate bill) authorized by S-54.

11. Revisited from Vancouver Board Mtg. – Election Vote counting: establish a method of ballot handling and counting that will preclude any doubts or questions to ensure fairness & accuracy of the procedure .

12. Approved Ca/Nv Symposium at Genoa, NV, April 23-24, 2005.

1. City of Rocks – Board approved payment of \$25,000 to Mr. Wm. Loughmiller (property owner) to facilitate the purchase of 290 acres of the City of Rocks National Historic Reserve in Idaho. The property being acquired is important for its emigrant site on the California National Historic Trail – the boundaries contain the historic Register Rock. OCTA has been involved in the creation & establishment of the City of Rocks National Historic Reserve for approximately 20 yrs. OCTA is facilitating the purchase of the property by the National Park Service.
2. Audit Committee to proceed and obtain “Engagement Letter” from Troutt, Beeman and Co. for OCTA financial review.
3. Special Publication Fund to be eliminated and future projects be funded through the Publications Committee budget and reflected in the General Operating Budget.
4. Approve Overland Journal anthology – approves book publication by Andy Hammond & Dick Rieck and Overland Journal anthology for production by the Publication Committee.
5. Bylaw change – Endowment funds established for the purpose of continuing the work of OCTA are of two types, restricted and unrestricted.
 - Anyone obtaining a grant from the Endowment funds must submit a request in writing to the OCTA President. “All applications will be reviewed by the Grant Review Committee
 - Preference will be given to projects having specific characteristics.
 - Approval for all grants must be by simple majority vote of the BOD
 - President shall collect and announce the voting results.
 - Individual or organization responsible for the grant funds shall provide a status report
6. Disclaimer of Ownership – Policy statement for inclusion in the policy manual.
7. Pre and Post Convention tours – Wording change from “will” to “may” regarding these tours in the Policy and Procedure manual.
8. Organizational Chart – Be included in the Policy Manual. Needs routine update after each board meeting.
9. Nebraska Chapter to hold 2007 Convention in the Gering/Scotts Bluff area Aug 6-12.
10. Approve attorney review and suggested changes.
11. Motion made that BOD recognize that planning is a continuous process and that effective planning will enable the organization to carry out its mission.
 - Clearly stated goals, strategies and specific action plans for achieving them.
 - Plans should be in writing and include statement of the resources needed to achieve them.
 - All budget requests should be accompanied by written plans that state goals, activities, timetables and responsibility.

-Overall goals established by the BOD, OCTA chapters, committees and groups of members working on specific programs and projects should develop their own objectives and work plans that fit within the framework of OCTA's goals.

12. OCTA Board set aside time for half day/full day if possible at 2006 mid-year Board meeting for further planning work and accept offer from Sharon Brown (NPS) as an outside facilitator to help with this process.

13. Education Committees:

-Function will be over educational programs and activities

-Both become under the title of Education Publications Committee & Education Programs Committee

14. Additional Staff holidays – consideration of Veteran's Day and Presidents Day be holidays for professional staff.

15. Hunt Correspondence – Letters be referred to Board Committee "B" for consideration.

16. Annual OCTA budget as amended, conditioned upon Board receipt of corrected copy approved.

17. OCTA Volunteer Award be named for Elaine McNabney.

2006

Mid-Year Meeting

1. Approved Turner Rivenbark to be elected as OCTA Treasurer.
2. Motion passed to no longer print and issue membership cards.
3. Motion passed to raise the cap from \$300 to \$500 for mid-year meeting reimbursement.
4. Approved motion that a membership roster be printed by HQ every other year.
5. Motion to approve Treasurer's report as presented.
6. Motion approved for the formation of the OCTA Executive Committee composed of the President, Vice-President and one other voting Board Member or Officer. This committee is to consult with the Association Manager, HQ Manager, Treasurer and others as needed.
7. Motion approved that bylaws material provided by Attorney Nicole Lampe be submitted to Committee B for review and report in August 2006.
8. Approved motion to change the name of the Colorado Chapter to Colorado-Cherokee Trail Chapter of OCTA.
9. Approved motion that it be reaffirmed that the Idaho Chapter is based in Idaho; that all forms of publications, etc. refer to the chapter's new name.
10. Approved motion to name Lethene Parks to the Executive Board.
11. Approved the Mid-Year Board Meeting – March 2.4, 2007 be held in Independence, Mo.

2006 Annual Meeting, St. Joseph, Missouri

1. Passed motion to authorize the preparation of an Ezra Meeker coin.
2. Approved motion that Ariane Smith be selected as the Editor of the *Overland Journal* and Candy Moulton be selected as the Editor of the *News from the Plains* for the next three years.
3. Approved motion that American Heritage Center Research Library at the University of Wyoming be approved as a branch OCTA Trails Library.
4. Approved motion that the board recommends that the membership not certify the recent election of members of the Board of Directors and that a new election be conducted (with) the six candidates”.
5. Annual Budget adopted.
6. Approved motion that “The unrestricted fund be closed and the investments transferred to an unrestricted certificate of deposit or other savings account with comparable yield until the IAC decides the best place to put the funds. Such certificate or savings account will be under the authority and control of the IAC.
7. Approved motion that payment of \$6,000 for the Gardner Junction Park (KS) project be made from the Pat Loomis Fund.
8. City of Rocks – Approved motion that (we) receive an income distribution of \$2,084 from the Charles W. & Mary C. Martin Fund to reimburse the operating fund checking account for legal fees paid last year in connection with the City of Rocks matter.

1. Approved motion that the duties of the Investment Advisory Committee be expanded to include advice on all financial matters of OCTA.
2. Approved motion that the Board authorize the withdrawal of \$15,790 of income from the restricted endowment fund at Greater Kansas City Community Foundation (GKCCF) and deposit the money into the existing money market savings account at Commerce Bank. Change the name of the restricted endowment fund to the Heritage Endowment Fund.
3. Approved motion that in advance a withdrawal of \$10,000 from the restricted endowment fund in the event funds are needed, before the next Board meeting.
4. Approved motion that r.e. Pinedale Anticline PA, the Board authorize the response:
 - The terms of the 2004 PA should not be negated by the SEIS. Changes to the PA must be negotiated and are subject to additional mitigation.
 - The draft SEIS should be withdrawn.
 - If an alternative must be selected, the -No Action Alternative – is preferred. All other alternatives in the SEIS are unacceptable due to their negative impact on cultural resources.
 - The 0.25 mile buffer zone for the National Historic Trails must be respected as per the terms of the 2004 PA.
5. Motion approved that the Board approves the acceptance of the Northwest Chapter and the Idaho Chapter of OCTA 2008 Convention. The convention will be held at the Nampa Convention Center in Nampa, Idaho August 3-9, 2008.
7. Motion approved that the Board approves the revised By-Laws as distributed by Lambertson, to be reprinted in the *News From the Plains*.
8. Motion approved that the Documentary Project Committee be established (r.e. gift to create a film of the Trail experience).
9. Approved Motion that the Documentary Project Committee be given the authority to enter into a research and development contract with Boston Productions and to expend funds from the Malcolm Smith Foundation gift up to \$20,000 for the first phase of the project. All expenditures from Smith Foundation funds must have prior approval from the Committee Chair.
10. Approved motion that the 2008 OCTA mid-year Board meeting be held in Sacramento, California.
11. Motion approved that Board Committee A examine current funding for the Association Manager's position, identify alternatives and options, and prepare recommendations for consideration at the August 2007 Board meeting.

12. Motion approved that the Board Committee C work with the NPO (National Preservation Officer) to develop options for filling and funding the position of NPO and make recommendations for consideration at the August 2007 Board Meeting.

13. Motion approved that it is the policy of the OCTA Board that the Nominating Committee be composed of a Past President, a Chapter President, and a member in good standing.

2007

Annual Meeting, Gering/Scottsbluff, Nebraska

1. Approved motion that the OCTA budget as distributed be approved.

Amendment – “I move that (we) increase Anniversary Appeal Revenue to \$6,500. Decrease VP expense to \$200, (&) increase Partnership expense by \$1,700. Amendment passed.

2 amended motion passes.

3 Motion approved that the “Trails Collection Donations to OCTA” policy statement as statement written, and included in Board packet.

4 Motion approved that the Memorandum of Understanding (MOU) with the American Heritage Center at the University of Wyoming be adopted with the amendments (as written) indicated.

5 Approved motion that the Board accepts the Colorado Cherokee Chapter proposal to locate the 2009 OCTA convention in Loveland, Colorado.

6 Motion passed that OCTA supports & encourages development of a defined boundary for “South Pass.” Within this area protection of the trails and their setting should be consistent with the historic nature of the area. The boundary should be defined recognizing both public & private land ownership in the area. OCTA intends to be an active participant in the definition of the boundary & the levels of protection for sites and segments in the South Pass Area.”

7 Motion approved that Brent Reber be elected to fill the one year remainder of David Welch’s term on the OCTA Board.

1. Approved a MOU between OCTA and the American Heritage Center at the University of Wyoming.
2. Approved motion that the Board approve creation of an OCTA Internet Committee.
3. Approved motion that the Board authorize staff and officers to pursue grant funding for the position of Website Editor; the paid position would be effective with the 2008-2009 budget year. A recommendation for budget and a job description will be presented for consideration at the August Board meeting.
4. Approved motion that Figure 1-2 OCTA Chapter Charter be amended as suggested for 1. Name, 5. Management, 6. Dues, and 8. Meetings.
5. Approved Board Policy 4.3 be replaced with the following:
 - (1) The Board meets twice each year on dates and locations determined by the Board. The annual meeting is held in conjunction with the annual convention on the day prior to the General Membership meeting. During the meeting of the General Membership, the Board reconvenes briefly to elect officers, introduce them to the membership, and conduct other business as necessary.
 - (2) The mid-year meeting is normally held for two days. The first day is devoted to a general discussion of issues before the Board and the second day is primarily for action on items discussed. There shall be an orientation for new Board members. At least every third year the meeting will be held in Independence, Missouri. In addition to the annual and midyear meetings, special meetings may be called by the President or five or more Directors and may be conducted by conference call.
6. Approved motion that the first three bylaw amendments proposed in the report of Committee "B", addressing clarification of bylaws language, be adopted.
7. Approved motion that two Bylaw amendments addressing Board quorum, as proposed by the Committee "B" report.
8. Approved motion that the "Nondiscrimination Policy", "Electric Communications Policy", and revised committee procedure for "Challenge Cost Share Projects" as noted in Committee B's report with amendments.
- 6.4.17 Challenge Cost Share Program – Changes to expand program to include other federal agencies and to improve documentation-reimbursement process.
9. Approved motion that OCTA express its support for the possible inclusion of the Fort Mitchell and Robidoux's Pass sites in the Scotts Bluff National Monument with the provision that acceptable arrangements are made with property owners.
10. Approved motion to:
 - To form a committee consisting of the President, Vice-President, National Trails Preservation Officer and two board members to conduct a search for a professional to fill the position of NTPO.
 - The job description as provided in the Board material for the March 7-8 Boarding shall be the basis for the position solicitation.
 - Compensation for the position will be a fee up to \$10,000 plus up to \$3,000 for expenses. The fee will be drawn from the income of the Loomis Preservation Fund as

defined in the agreement for that endowment. It is expected that on an annual basis 520 hours of staff time will be provided in exchange for the fee. Further details will be defined by the committee.

-Appropriate modification of the bylaws shall be defined to establish the NTPO as a non-voting officer of the OCTA.

-A budget of \$1,000 is established for this activity.

11. Approved a motion that the Board authorizes the Association Manager to move forward with developing an Affinity Credit Card Program with Fundraising Solutions, Inc. (FSI) and United Missouri Bank (UMB). This authorization would include the initial setup of the program via contracting with FSI and UMB, setting up and distributing marketing materials such as an introductory letter, brochure, website, and advertisements in the *Overland Journal* and the *News From the Plains*, and the receipt of funds for successful applications and as a percentage of total charges.

12. Approved a motion that OCTA host the Midwinter Symposium in Yuma in January 2009.

13. Approved a motion that access to the COED database through the Paper Trail website shall be a benefit of OCTA membership.

14. Approved a motion that the Board endorse the President's Committee Chair appointments as listed with assumption that those not mentioned will continue in positions as previously set. Approved President's Committee appointments of Dave Vixie-Committee A, Bill Martin-Fundraising, Jim Budde-Audit Committee, Fred-Organizational and Archival, Duane Iles – Membership, Roger Blair – Awards, Lethene Parks – Committee C

2009

Annual Meeting, Nampa, Idaho

1. Approved motion that funds received in annual and specific fund drives designated for preservation not expended in the year received be transferred to the Loomis Endowment Fund at the end of the OCTA fiscal year.

2. Motion approved that the Board approves the proposed budget as amended.

3. Motion approved that OCTA supports the development and implementation of Data-sharing agreements with government agencies.

4. Motion approved that when the NTPO position is filled by a paid or contract employee, the NTPO will be a non-voting member of the Board of Directors.

5. Motion approved that the Statement of Purpose developed by OCTA's Internet Committee and included in the summer 2008 Committee Report be approved by the Board of Directors of OCTA.

6. Motion approved that OCTA creates a new award designated the David Welch Preservation Award.

7. Motion approved that the Mapping and Marking Committees be combined and David Welch be appointed Chair.

2009

Mid-Year Meeting, Yuma, Arizona

1. Motion approved that the OCTA Board of Directors approve the California-Nevada Chapter as the host of the 2010 convention to be held in Elko, Nevada, in August 2010.
2. Motion approved that the Oregon-California Trails Association supports the National History Day Program by offering volunteer and other support to encourage student achievement in the field of trail history.

2009

Annual Meeting, Loveland, Colorado

1. Motion approved that the Board of Directors of the Oregon-California Trails Association supports the tribal listening sessions sponsored and coordinated by the National Park Service with the cooperation of OCTA.
2. Motion approved that the OCTA Board write a letter of support for Scotts Bluff National Monument's attempt to create a National Historic Park in Western Nebraska.
3. Motion approved that the Board of Directors of OCTA supports and encourages the efforts of the Nebraska Historical Society, working in conjunction with the Conservation Fund, in seeking to acquire and bring into public ownership and protection approximately 551 acres of land, being the privately owned portion of the section containing the Chimney Rock National Historic Site in Morrill County, Nebraska, to provide permanent environmental protection for the nationally significant site and that would also permit the property to be restored over time to the prairie land of the historic period of the four overland trails on which Chimney Rock was a landmark.
4. Motion approved that the resolution on Wind Energy Development dated August 18, 2009 concerning central Wyoming be adopted.
5. Motion approved that the Board approve allowing up to four years of equal payments to pay for a life membership. The life membership will be awarded after the final payment. The individual will be considered an Emigrant member until the final payment.
6. Motion approved that the convention manual written and submitted by Bill Martin is approved as a guide for future convention planning.
7. Motion approved that OCTA supports the Southern Trails Chapter effort to achieve National Historic Trail status for the Southern Trail.
8. Motion approved that OCTA approves the change in the wording of the Southern Trails Chapter reflecting the territory assigned as the Southern Trails to California.
9. Motion approved that the Board of Directors of OCTA approve the proposed 2009-2010 budget as presented with a projected revenue of \$285,600 and expected expenses of \$303,000.

1. Approved creation of the OCTA Trails Legacy Society to recognize those who make gifts to OCTA in their wills and estate plans. All legacy gifts will be directed to an OCTA Endowment Fund.
2. Authorized OCTA Headquarters staff, in consultation with the Treasurer and President to negotiate a line of credit with an appropriate financial institution in an amount not to exceed \$25,000. Draws on the line of credit must unanimously approved by the President, Vice-President, and Treasurer. The line of credit will be secured as needed by the lending institution.
3. Approved the following policy: Membership of the Investment Advisory Committee will consist of the Treasurer, who shall act as Chair, and up to four members appointed by the President with the approval of the Board, at least one of whom will be a member of the Board of Directors. The President shall serve ex officio. The terms of the committee members will coincide with the terms of the President.
4. Approved the nomination of Jim Budde, Dave Welch, Chuck Martin, and Barb Netherland (Board Representative) to serve on the Investment Advisory Committee.
5. Approved the standing committee chairs as proposed by the President.
6. Approved the "Acknowledgement of Risks" statement as proposed by Committee B, and as amended.
7. Approved the "Conflict of Interest Statement" as proposed by Committee B.
8. Approved the Trails Head Chapter as the host chapter for OCTA's 2012 Convention.
9. Approved development of a comprehensive marketing plan for OCTA as outlined by the Public Relations/Marketing Committee, including the initial steps of conducting a communications audit and membership survey.

Summary of Board email Votes

1. March 26 – Authorizes OCTA to enter into a contractual agreement with Ostrow and Company to serve as producer's representatives for the "In Pursuit of a Dream" video feature.
2. March 26 – Approves withdrawal of \$15,000 from the Heritage Endowment, to be replaced with revenues from distribution agreements.
3. April 2 – To allow introductory youth memberships in OCTA to students 18 and under for \$10. The memberships would be offered only at showings of "In Pursuit of a Dream". Membership Chair Duane Iles to report on the success of the effort at the August meeting, along with recommendations for the future.
4. June 17 – Approval of a \$25,000 line of credit with Commerce Bank. Any and all draws on the Line of Credit must be unanimously approved by the President, Vice President and Treasurer of said organization.

5. July 22 – Approval of a contract with McLean Media for distribution rights to “In Pursuit of a Dream”.

2010

Annual Meeting, Elko, Nevada

1. Approved motion that the OCTA Board direct the Publications Committee to proceed with the contract with Harold James for publishing a hard-cover book entitled Bruff's Wake. The Committee is also directed to engage in the hard-cover publication of that volume; the initial funds to be raised by a pre-publication subscription.

2. Approved the budget as amended.

3. Approved motion that the first \$15,000 of revenues generated from the sale of distribution to *In Pursuit of a Dream* will be placed in the Heritage Endowment Fund as they are received. Further, additional amounts up to \$10,000 will be placed in OCTA operating accounts to defray expenses associated with marketing and development of the movie. Should additional revenues over \$25,000 be received prior to the 2011 Mid-Year Board Meeting, those funds will be held and not spent until a determination is made by the Board of Directors.

4. Motion approved that Oregon-California Trails Association joins as a partner in the Cultural Resources Preservation Coalition led by the National Trust for Historic Preservation.

5. Approved motion that the Board encourages the Northwest chapter's current initiative to develop mitigation for wind turbine projects in Oregon through direct contact with developers. The chapter should evaluate the cost and availability of professional legal counsel for possible future legal actions.

6. Motion approved to establish a new membership level to be called “Pathfinder”. It will have a fee of \$90 and bridge the gap between Pioneer and Trail Patron. Benefits to be determined by Committee A.

7. Motion approved that we create a Youth level of membership that will cost \$10. It would be open to youth 18 and under. Benefits to be determined.

8. Motion approved that the OCTA Board vote to “sunset” the COED Committee as of September 30, 2010 with many thanks for the work done since the 1980's.

9. Approved motion that the Policies and Procedures Committee be disbanded, and that OCTA's Committee B determine procedures for monitoring and updating the policies and committee definitions maintained on the OCTA website.

1. Approved motion that 50% of the remaining inventory of silver medallions be disposed of on the open market; that OCTA membership be provided with one more opportunity to buy medallions prior to August 31, 2011; and that following that offer, the remaining inventory be disposed of on the open market. Any income realized from the first such sale shall be deposited in the Operating account; any income from the second sale shall be deposited as determined by the Investment Advisory Committee.

2. Motion approved that the accompanying recommendation of the Investment Advisory Committee relative to IPD revenues:

As additional funds in excess of \$25,000 are received, they are to be placed in a special holding account.

When the funds reach a specified level (\$5,000 or some other amount), then a decision can be made concerning their application based upon needs at that time. The Board shall decide whether to move these funds to an endowment or meet current needs.

3. Motion approved that the OCTA Board of Directors approve the transfer of the control of the Committee for the Census of Overland Documents, known as COED, from our association to the control of the Merrill Mattes Library in Independence, Missouri, by September 30, 2011. Formal training costs will be funded from the remaining dedicated COED Cost Share funds managed by OCTA.

4. Approved motion that we accept the revised Preservation Policy dated March 25, 2011.

5. Approved motion that we approve the Archaeology Policy as amended March 25, 2011.

6. Approved Policy regarding the installation of interpretive signs on public and private land. Okay as in the board notebook document.

7. Approved Northwest Chapter offer to host the 2013 OCTA convention in Oregon City, Oregon.

8. Approved Nebraska Chapter offer to host the 2014 OCTA convention in Kearny, Nebraska.

2011

Annual Meeting, Rock Springs, Wyoming

1. Approved motion that a special committee be established with the purpose of securing National Historic Trails status for southern historic trails and that funding be provided by OCTA in the amount of \$1,000.
2. Motion approved that the Board appoint Bill Martin as OCTA's representative to the Partnership for the National Trails System on their Leadership Council replacing Bill and Jeanne Watson.
3. Approved motion that the budget for October 1, 2011 – September 30, 2012 be approved with the addition of \$1,000 for the Southern Trails Committee.
4. Motion approved that the Oregon California Trails Association (OCTA) headquartered Independence, Missouri has a continued vested interest in materials contributed to the National Frontier Trails Museum (computer-based historical program research collection by OCTA as an association or by their members to the Merrill Mattes Collection) and that in the event of the closure of the National Frontier Trails Museum, all OCTA generated historical research programs and OCTA member provided Merrill Mattes Collection materials be promptly returned to the possession of OCTA.
5. Motion approved that the Conflict of Interest policy be amended by changing the definition of "an interested person" to "...any director, officer, employee, or member of a committee...".

1. Approved motion that the OCTA Board authorize scheduling of a "Beyond MET" workshop by the Mapping and Marking Committee in cooperation with the National Park Service. At least one member of each OCTA Chapter should be invited.
 2. Approved motion that the OCTA Board direct the Investment Advisory Committee to oversee the update of our non-profit profile with the Greater Kansas City Community Foundation.
 3. Motion withdrawn that the OCTA Board consider inviting a representative of the National Frontier Trails Museum and other holders of OCTA collections to sit as a non-voting member of the Board.
 4. Motion approved that the OCTA Board consider inviting a representative of the National Frontier Trails Museum and other OCTA collections to attend Board meetings.
 5. Approved motion that a Special Committee be established to continue development of sites as part of the Virtual Trails Project.
 6. Amended motion approved to establish a marketing committee with Pat Surrena as chair. Motion amended to establish a marketing committee. Pat Surrena made chairman.
 7. Approved motion that the Preservation Policy approved at the Cedar City, Utah meeting in 2011 be reaffirmed.
 8. Motion approved that the bylaws be changed as follows: Article IV Board of Directors #4, second paragraph, Mid-year meeting: "The mid-year meeting shall take place at a time, date, and location determined by the President. Written notice of the mid-year meeting shall be provided to members of the board not less than thirty days before the date of the meeting."
 9. Motion that the Expense Reimbursement policy be changed as follows: Item 2 Mileage reimbursement shall be limited to \$.14 per mile or actual gasoline expenses. Hotel reimbursement is for actual expenses. Maximum reimbursement shall not exceed \$500 or an amount set by the President.
- Motion Amended: that the Expense Reimbursement policy be changes as follow: Item 2. Mileage reimbursement shall be limited to \$.14 per mile or actual gasoline expenses. Hotel reimbursement is for actual expenses. Maximum reimbursement shall not exceed \$500 or an amount set by the president. Reimbursement for attendance at Board meetings is limited to Mid-Year meetings and shall not exceed \$500 or an amount set by the president.
- Passes.
- Motion 10. Motion approved to amend Endowments Grants Policy as follow: added to the first paragraph, as #7. "A statement indicating how OCTA would be publicly recognized as a contributor to the project".

Change: All grant applications shall be reviewed by Committee B. Last paragraph changed to read: "The individual or organization responsible for the use of the grant funds shall provide a status or progress report to the OCTA Board at least annually. Upon completion of the project a written report shall be submitted to the OCTA Board along with copies of receipts for expenditures of OCTA grant funds."

2012

Annual Meeting, Lawrence, Kansas

1. Approved amended motion that OCTA pursue the implementation of the "Business Supporter" initiative by developing a one-page sales script and a package of merchant benefits to include a decal for their window, a national trails map and a listing in our publication, *News From the Plains*.
2. Approved motion that Article IV, Part 2, Paragraph 4 of the bylaws be amended to read as follows.: All members of the Board of Directors are required to be members in good standing of the Association *and be a minimum of 18 years of age*.
3. Approved motion that OCTA have a booth at the Tucson (U. of AZ campus) Festival of Books March 9-10 2013.
4. Approved motion that OCTA's Marketing Committee proceed with a direct mail campaign to *American Heritage* readers in OCTA trail states, not to exceed \$4,560.
5. Approved amended motion that the Board takes up to a \$10,000 distribution from the Heritage Endowment Fund to support the marketing program as outlined by Pat Surrena.
6. Approved motion that the 2013 budget be approved as amended.
7. Did not approve a motion that OCTA increase dues in the Emigrant and Pioneer memberships by \$5 each effective 1-1-2013. New dues Emigrant \$50, Pioneer \$65.
8. Approved motion that we the Board encourage the Ca-Nv Chapter to proceed with their proposed date of September for the 2015 convention.

2013

Interim Business by Board

1. Approved Bill Martin's request to leave post as our representative to the Partnership for the National Trails System due to work conflicts. Jere Krakow has agreed to take on the position. Vote on this action was done through e-mail. Jere's appointment to this post was approved.
2. Approved acceptance of Leslie Fryman as our National Preservation Officer. Jere Krakow agreed to chair a special committee to present a recommendation to the board of directors at the mid-year meeting on the best way to proceed. Jere will select people to serve with him.
3. Approved motion that President Iles nominated Lethene Parks to chair the Collections and OCTA Libraries Committee. Lethene will accept and is eminently qualified. Vote on this action was done through e-mail.
4. Approve motion that President Iles requested that Committee A begin work on suggestions and/or plans to engage young people as a source of new members of OCTA. Part of this assignment includes how to expand and totally take advantage of social media. A report will be disseminated to the board for study prior to the mid-year meeting.
5. Approved a motion that a member of Board Committee A – Headquarters Operations and Publications be reassigned to Committee C – Preservation, Collections, PR, and Property Management. President asked if any members of Committee C would be willing to move.

2013

Mid-Year Meeting, Tucson, Arizona

1. Approved motion that OCTA Board approve the Ca/NV Chapter as host of the 2015 convention in South Lake Tahoe, September 20-27, 2015
2. Approved motion that the recommendation of the Investment Advisory Committee (IAC) be adopted to direct that committee to work with the GKCCF (Greater Kansas City Community Foundation) to determine whether the allocation of funds between equities, fixed income, and money market be changed.
3. Approved motion that the recommendation of Committee B reducing the number of members on the Board of Directors be accepted.
4. Approved a motion that OCTA not renew its agreement with McLean Media in Seattle for distribution of "In Pursuit of a Dream" and that notification be sent to McLean by May 31, 2013.
5. Approved a motion that OCTA increase dues in Emigrant and Pioneer membership categories to \$50 and \$65 respectively, to take effect October 1, 2013.

6. Approved a motion that we form a Tribal Liaison Committee to develop a relationship between OCTA and the tribal nations.

7. Approved a motion that OCTA adopt a preservation model that incorporates the following:

1) A national preservation committee be formed that is made up of a chairperson and members that are OCTA Chapter preservation officers.

2) OCTA will recruit and select a consultant informed on preservation law, policy, and regulations.

3) OCTA will provide travel compensation and an annual stipend for the preservation consultant and for travel expenses of chapter preservation officers.

2013

Annual Meeting, Clackamas, Oregon

1. Approved a motion that the OCTA Board of Directors accept the report on digitization of publications in its entirety and instructs headquarters staff, the Publications Committee and the Internet Committee to coordinate implementation in a timely manner with a progress report to be submitted at the 2014 mid-year Board meeting.

2. Motion approved that the OCTA Board authorize headquarters staff to negotiate a final agreement with Washington State University Press for distribution rights for OCTA book publications and products.

3. Approved a motion that the Board of Directors authorize OCTA to negotiate contracts with Candy Moulton as Editor of *News From the Plains* and Marlene Smith-Baranzini as editor of *Overland Journal* for a period not to exceed three years, with compensation within parameters of the OCTA budget.

4. Approved a motion that the OCTA Board generate a letter of support for Sander Lau's production of "My Oregon Trail".

5. Approved a motion that OCTA authorize a distribution of up to \$8,000 from the Heritage Endowment fund to support the upgrading of our Internet capabilities in a contract with Adam Welch of Hemisphere Design.

6. Approved a motion that the policy governing composition of the Investment Advisory Committee be amended to provide that it shall consist of the Treasurer and five additional members appointed by the President and that the President shall appoint one member of the committee to serve as chairman.

7. Approved a motion that a standing committee, the Governance, Policies, and Strategic Plans Committee be established as per the attached and amended report.

8. A motion carried that the part about the Preservation Officer in the attached report be struck.

2014

Mid-Year Meeting, Independence, Missouri

1. Approved motion that OCTA support a Central Kansas Trail Symposium in Newton, Kansas, September 25-28.
2. Approved motion that OCTA will conduct a symposium in conjunction with KANZA Chapter in Marshall County, Kansas, September 26-28, 2014.
3. Approved a motion that the motion passed in the July meeting (Oregon City) be amended to read "that OCTA authorize a distribution of up to \$8,000 from the Heritage Endowment Fund to support the upgrading of our Internet capabilities in a contract with Adam Welch of Hemisphere Design and others."
4. Approved a motion that the Board revise the Trails Collection Policy to accept the recommended revision as attached:

"Materials donated to OCTA, as a 501(c)(3) corporation, will be tax-deductible. It will be necessary for the donor to obtain an appraisal from an independent appraiser. OCTA cannot provide an appraisal nor assist the donor in selecting an appraiser.
5. Approved motion that the Oregon-California Trails Association create a Hall of Fame yearly budget.
6. Approved a motion that the OCTA Board approve the disbursement of up to \$3,000 from earnings of the Loomis Fund to cover the cost of production of the Revised MET Manual.
7. Approved motion to make an amendment to Article V, Section 9 of the Bylaws to read:

"The National Preservation Officer (NPO) shall oversee the activities of the National Preservation Committee (NPC). The NPO will be elected by members of the NPC for a two-year term, will serve as an officer of OCTA and a voting member of the Board of Directors. The NPO will have authority to sign preservation agreements on behalf of OCTA, as directed by the President. The NPO will have the additional responsibilities outlined in the description of the NPC. The position of the NPO will not be term-limited.
8. Approved a motion that OCTA approve the Idaho Chapter as host for the 2016 OCTA Convention to be held at Ft. Hall, Idaho.

2014

Annual Meeting, Kearny, Nebraska

1. Approved a motion that all funds in the fixed income segment (29%) of our endowment funds at the GKCCF be invested in the intermediate fixed income pool. Currently these funds are invested 60%/40% short term/intermediate term fixed-income pools.
2. Did not approve a motion that OCTA include in the Fiscal Year 2015 budget an amount of \$8,000 for a financial review by an independent accounting firm to be supervised by OCTA's current Audit Committee.
3. Approved a motion that OCTA renew its Line of Credit with Commerce Bank in St. Joseph, MO in the amount of \$25,000 with the Corporate Resolution signed by the President and Secretary. This renewal includes a \$100 processing fee.

2015 Mid-Year Meeting, Denver, Colorado

1. Approved the following resolution:

Boardman to Hemingway Transmission Line Project

Whereas, the proposed Boardman to Hemingway Transmission Line Project (“the Project”) will have multiple adverse impacts upon the Oregon National Historic Trail (“Oregon NHT”) and its setting, and

Whereas, the mission of the Oregon-California Trails Association (“OCTA”) is to preserve the physical condition of the Oregon NHT and the cultural legacy that it represents, and

Whereas, the construction and maintenance of the Project will degrade the condition of the Trail and impair the appreciation of its cultural legacy, now therefore

Be it resolved, that the OCTA Board of Directors hereby opposes the “preferred routings” identified in supplemental maps to the Draft EIS in the areas including OCTA MET Mapping Emigrant Trails Class 1 and 3, including:

- Flagstaff Hill and Virtue Flats
- Oregon Trail (Blue Mountain Crossing) Park
- Alkali Springs – Tub Mountain – Willow Springs – Birch Creek
- Swayze Creek
- Pleasant Valley
- Well Springs – Willow Creek (alternate route), and

Be it further resolved, that the OCTA Board requests:

- That routings be reconsidered in the aforementioned areas. Both major and minor (micro-siting) adjustments are suggested including reconsideration of previously rejected alternative routes, and
- That it be recognized that significant mitigation would be required when avoidance and minimization are not possible, and
- That mitigation not be limited to the area of potential effects, and
- That routing of the transmission line reflect guidance in BLM Manuals 6250 and 6280 concerning landscapes and setting.

2. Motion approved to adopt the table “Summary of Recommended Actions from the Financial Planning Committee Report as a template (starting point) for the preparation of the Fiscal Year 2016 budget.

1. Approved motion that Paragraphs 3,4, and 5 of the Budget/Finance section found on page 12 of the Convention Planning Guide be modified to make the Convention Chair and Association Manager, in consultation with the President, responsible for all final decisions related to convention expenses and price setting.
2. Approved motion to accept the Treasurer's Report for the period ended June 30, 2015, subject to audit.
3. Approved motion to approve OCTA Operating Budget for Fiscal Year ending September 30, 2016.
4. Approved motion to amend Article X of the Bylaws to reflect the name change and further to remove the portion of the statement, "except the Meritorious Achievement Award" Further that the name "Gregory M. Franzwa Meritorious Achievement Award" be used in the award category and award forms section of the Policy/Procedure Manual as well as any other place the award is mentioned.
5. Approved motion that the OCTA Board establish the Western New Mexico University Miller Library as a site for archival materials about the Southern Trails.
6. Approved motion to accept the report of the Investment Advisory Committee including the recommendation to remain with the Greater Kansas City Community Fund.
7. Approved motion to amend the proposed Strategic Plan, Goal 1, Objective A, by adding "Identify, class and map historic emigrant trails". And under Action I.I. by adding "use of MET Manual;" and under Lead by adding "mapping teams".
8. Approved motion to adopt the Strategic Plan as amended.
9. Approved motion that a sum of no more than \$5,000 be made available to be drawn from the Heritage Fund, as a loan, by the Publications Committee when the Board approves the project.

2016

Mid-Year Meeting, St. George, Utah

1. Motion that we establish a convention management team to support chapters in holding our annual OCTA conventions from 2019 forward. The team shall consist of the following: Association Manager, Future Convention sites Chairman, two past convention chairmen and others as necessary.

The team will be responsible for assisting convention planning and preparation. Running conventions will still be the responsibility of the chapter convention organization.

Amendment: we amend the motion for creating a Convention Planning Management Team to include the following: The CPMT will identify the convention planning tasks which are the responsibility of the local chapter and which tasks are the responsibility of the CPMT.

Amended motion passed.

2016

Annual Meeting, Ft. Hall, Idaho

1. Motion approved that the contract with Marlene Smith-Baranzini as editor of the *Overland Journal* be renewed for three years under the present terms and conditions to end September 31, 2019.

2. Approved motion to made an addition to the policy as delineated in the Nomination, Leadership and Election Committee description found under the Committees, Inward Focus, page 1. Under the heading Nomination and Election Procedures, following the second paragraph add another as follows: Individuals elected to the Board of Directors will be seated at the annual meeting of the membership after the Chairman of the Nomination, Leadership and Election Committee gives the report of the election results to the membership. After the seating of these new board members, ballots will be destroyed.

3. Motion approved that under the OCTA Bylaws, Policies and Strategic Plan section of our manual, Association Bylaws, Article IV, section 2, paragraph 1, line 3, delete "Three directors will be elected each year..." and replaced with "Sufficient directors to keep the board at nine members will be elected each year..."

2017

Mid-Year Meeting, Vancouver, Washington

1. Motion passed that the Board approve the appointment of Brighton Jones as the financial manager of OCTA's endowment funds.

Direct the IAC to develop an investment policy statement with Brighton Jones. This document describes how the funds will be invested.

Authorize the president to sign the management and custodial agreements with Brighton Jones and Fidelity.

Upon completion and approval of the investment policy statement, direct the Treasurer to move OCTA's endowment funds to Brighton Jones with the fund custodian being Fidelity Investments or another mutually agreed upon firm.

2. Approved motion to appoint Dick Waugh to fill the unexpired term of Billy Symms for the OCTA Board of Directors.

3. Approved motion that OCTA create a part time position, 2 days per week, titled "OCTA Western Region Representative" to assist OCTA's Association Manager and Western Region Chapters in carrying out organization functions. The position would begin April 1, 2017 for 5 months, at a cost of \$9,500, ending August 31, 2017 with an option to renew beginning November 1, 2017 for the remainder of the 2017-2018 fiscal year.

Enter into an Agreement with Sharon Brown.

Motion approved that Bill Martin be re-appointed as Editor of *News From the Plains*, and that his contract be extended for another three years, October 1, 2017 – September 20, 2020.

2017

Annual Meeting Council Bluffs, Iowa

1. Motion approved that the prepared Agenda and several additions be adopted.
2. Motion approved that the Minutes of the Mid-Year Board Meeting held in Vancouver, WA on March 31, 2017 be approved as corrected.
3. Motion approved to approve the budget as prepared and submitted.
4. Motion approved that credit cards will be paid in full on the date due monthly.
5. Approved motion that the recommendations submitted by the IAC with regard to the Investment Policy Statement (attachment A), Heritage Fund (attachment B), Loomis Fund (attachment C) and Martin Fund (attachment D) be approved.
6. Approved motion that the amended Investment Advisory Policy Statement in the Policy and Procedures Manual and to remove all references to the Greater Kansas City Community Fund.
7. Approved motion that the board accept Jere Krakow's recommendation that all board and chapter leadership members get in touch with area officials and get them out on the trails, knowing we each need to be our own promoters.
8. Approved motion that the 2020 OCTA convention be held in Elko NV, accepting the letters of invitation from city leaders.
9. Approved motion that the ByLaws as revised will supersede all previous iterations as of August 8, 2017.
10. Approved motion that OCTA create a line item for education.
11. Approved motion to adopt the Job Description of the Association Manager as recommended.
12. Approved motion to renew the part time position two days per week, titled "OCTA Western Region Representative" to assist OCTA's Association Manager and Western Region chapters in carrying out organization functions.

The renewal would begin November 1, 2017 for 11 months, at a cost of \$22,770, ending September 30, 2018 with an option to renew for fiscal year 2018-2019.

Enter into an agreement (attached) with Sharon Brown to fill this position. (Sharon will not be available in September and October 2017).

1. Approved motion to adopt the proposed agenda.
2. Motion approved that the Board Meeting Minutes of August 8, 2017 be accepted as corrected.
3. Motion approved to file the Treasurer's Report.
4. Motion approved that the Board provide consensus for the ad hoc convention planning committee to move forward under the guidance of Jerry Eichhorst and Jean Coupal-Smith. A progress report is to be given at the Ogden OCTAS convention this August.
5. Motion approved the new committee chairs appointed by the OCTA president since the August 8, 2017 OCTA Board meeting.
6. Motion approved that when endowment funds are used in the preparation of the budget (in order to present a "balanced" budget), those amounts are to be withdrawn in the first month of the fiscal year. Any unused funds are to be returned to the respective fund(s) in September of the fiscal year.
7. Motion approved that Section IV, Paragraph 6, Board actions be amended to make allowance for board actions other than emergency actions to be taken electronically between the annual and mid-year board meetings. The Bylaw will read as stated below:
6. Motion approved that Board Action between meetings.
 - a. A call for emergency action of the Board may be issued by the President if Board action must be taken before a special meeting can be arranged. The President shall notify the officers, the Association Manager and the members of the Board regarding the problem to be addressed. Sufficient information must be provided so that the subject is understood and the deadline for action must be specified. Notification may be by e-mail or other media as deemed appropriate. Votes cast by the Board may be submitted in like manner. The vote of a simple majority of eligible voters is required for approval of any proposal.
 - b. The President may also submit routine matters to the board for its approval between meetings and request voting by e-mail.
 - c. Votes on all Board action taken between meetings pursuant to subsections (a) and (b) above shall be recorded in the official minutes of the next regularly scheduled Board meeting.
 - d. Motion approved that we ratify the four e-mailed motions passed electronically in late 2017:
 September 15, 2017. In order to satisfy our liabilities, the request for a 3% distribution from the Heritage Fund was made today, totaling around \$22,000. You are being asked to consider an additional distribution from the principal of the Heritage Fund of \$36,000. This will require a 2/3 vote in the affirmative to request.
 Dick Nelson e-mailed all Board Members and Officers that the motion had passed unanimously.

October 14, 2017. The Grant Review Committee of David Welch, John Krizek, Glenn Harrison, John Winner and its chair, Duane Iles, recommends the approval of the proposal submitted by Gail Carbiener to provide financial support to the Stop B2H Coalition in the amount of \$12,000 to be withdrawn from the Martin Fund. It is anticipated that an additional \$8,000 will be required in 2018. Additional details in the proposal (attached).
Dick Waugh e-mailed that the motion passed unanimously.

November 11, 2017. Be it resolved, the Oregon-California Trails Association will renew its line of Credit with Commerce Bank in St. Joseph, MO in the amount of \$25,000 effective with the November renewal date. The President is duly authorized to execute this resolution.
Kathy Conway reported that the motion passed.

December 19, 2017. Motion that any program, project or proposed position motion (above) be tabled which requires funding be accompanied with a concrete solution (plan) on how the program, project, or position will be funded. If the program, project, or position is underwritten, a letter of commitment from underwriter must accompany the proposal.
Regarding current programs, projects, or positions, that are not funded, a status report is required explaining the possibilities of future funding and the completion date (if applicable).
Motion ratified.

2018 Annual Meeting Ogden, Utah

Marvin Burke moved, Cecilia Bell seconded, that the Agenda prepared by President Pat Traffas be accepted as written. The motion was adopted.

Cecilia Bell moved, Duane Iles seconded, that the Minutes of Mid-Year Board meeting held at Gila Bend AZ, March 2, 2018, be accepted with minor corrections as noted by the secretary. The motion was adopted.

John Winner moved, Dick Waugh seconded, that the 2018 budget be adopted using Endowment funds as proposed by the Treasurer. The motion was adopted.

Duane Iles moved, Marvin Burke seconded, that the National Preservation Officer (NPO) shall oversee the activities of the National Preservation Committee (NPC) and will:

- Serve as an officer of OCTA and a voting member of the Board of Directors for a two-year term.
- Have authority to sign preservation agreements on behalf of OCTA, as directed by the President.

- Have additional responsibilities outlined in the job description of the NPO. The position of the NPO shall not be term-limited.

The NPO shall be elected by the Board of Directors. The Nominating and Leadership Committee shall identify candidates for this position. If this position is filled by a paid or contract employee, the NPO will be a non-voting member of the Board of Directors. Dick Waugh moved, Cecilia Bell seconded, that the submitted motion be amended to take effect September 1, 2019. The amendment was adopted.

The motion as amended was adopted.

Vern Osborne moved, Duane Iles seconded, that John Winner continue his discussion with *Trails West* concerning their gift of the trail-marking material to the Oregon-California Trails Association. The motion was adopted.

John Winner moved, Marvin Burke seconded, that for the next year Dick Waugh be elected for a one-year term as Vice President with eligibility to be re-elected for another one-year term, and that Lee Black be elected for a one-year term as Vice President/President-elect, ascending to the OCTA presidency for the 2019-2021 term. The motion was adopted.

Duane Iles moved, Dick Waugh seconded, that the board adopt the OCTA website Privacy Policy that had been previously emailed to board members. The motion was adopted.

Marvin Burke moved, Duane Iles seconded, to adopt the previously emailed motion for "Acquisitions and Receipt of Personal and Real Property," to become effective immediately after the votes are tallied and announced.

In the event the Oregon-California Trails Association (hereinafter referred to as OCTA) has the opportunity to acquire property (hereinafter meaning real or personal property) or to receive property by donation or some other form where title to the property is transferred to OCTA, there shall be a contract signed by the president of OCTA (or by someone designated by the president).

If the transaction involves an acquisition, the contract shall be signed by the president of OCTA and the seller of the property (or his/her designee). If the transaction involves the receipt of property by donation (or similar means), there shall be a contract signed by the president of OCTA (or by someone designated by the president) and by the person (or his/her designee) transferring the property.

Regardless of the nature of the transfer of property, the contract shall contain the following information: description of property (or properties), and how property will be delivered to OCTA.

Furthermore, the contract shall contain any arrangements for financing, transportation

costs, storage costs and any other costs attendant to the transaction. There will be a need to show how these costs will be paid.

Finally, an estimate needs to be provided regarding annual costs to be incurred by OCTA (i.e., insurance, maintenance and storage). If OCTA gives permission for a third party to use said assets, there shall be a need for a contract discussing transportation and liability insurance.

This motion shall apply to transactions exceeding \$1,000.00 or more. The contracts should be reviewed by a party with a legal background.

CAVEAT: Before commencing a project that comes within the scope of this motion, a written plan shall be given to the Board for approval. The Plan shall contain a detailed description of the transaction, the benefits to OCTA, an estimated cost to complete the transaction (including annual costs to maintain the asset), and the source for funding this project.

The motion was adopted.

Cecilia Bell moved, Matt Mallinson seconded, to adopt the Agenda proposed by President Pat Traffas. The motion was adopted.

John Winner moved, Marvin Burke seconded, that the Minutes of August 6, 2018 taken at the Ogden UT OCTA convention be approved as corrected. The motion was adopted. *

John Winner moved, Duane Iles seconded, that the Treasurer's report of Marvin Burke be accepted. The motion was adopted.

Jerry Eichhorst had included a printed motion in his Convention Planning report. Following discussion a small phrase was added (*italics below*).

Dick Waugh moved, Matt Mallinson seconded, to bring this motion forward.

A motion that the recommendations, ownership and responsibility, and task list prepared by the Convention Planning Committee to simplify the convention planning process for local chapters as detailed in the Convention Planning Committee report be approved and used *as a guideline* in the planning of all future OCTA events including conventions and symposiums. The motion was adopted.

John Winner moved, John Briggs seconded, that Jean Coupal-Smith, Roeland Park KS; Steve Knight, Carson City NV; and Bill Martin, Georgetown TX, be approved as candidates for OCTA's Board of Directors, to be voted upon at the Santa Fe convention next September. The motion was adopted.

Duane Iles moved, Marvin Burke seconded, that the Nominating, Leadership, and Elections Policy statement on pages 76 and 77 of the Leadership Manual be amended to add a new task 5 in the list of specific tasks:

5. Identify officer positions to be filled each year and make this information available to the board. Candidates for such positions shall provide the same information required of candidates for the board, as set forth in subsections 1 and 2 of the Nominations and Election Procedures below.

The motion failed.

Dick Waugh moved, Marvin Burke seconded, to put forth this resolution:

Be it resolved: the Oregon-California Trails Association supports the City of Independence MO in its efforts to develop funding to restore and preserve historic buildings within the City.

The motion for the resolution was adopted.

Marvin Burke moved, Dick Waugh seconded, that the meeting be adjourned. The motion was adopted.

***Corrections to the August 6, 2018 Minutes**

*Two typos under **New Business**: “4th” and “...restorations could cost from \$1000 to **\$6900**”.

Under **Mapping and Marketing**: “John Winner reported that the Trails West organization is cutting back on trail-marking, and is offering to donate its **fabricating equipment to OCTA as it no longer has storage space for the steel rail posts**. These posts are very sturdy, heavy, and undamaged. Discussion followed.”

Vern Osborne moved, Duane Iles seconded, that John Winner continue his discussion with *Trails West* concerning their gift of the *fabricating equipment* for trail-marking materials to the Oregon-California Trails Association. The motion was adopted.

2019 Annual Meeting Santa Fe, New Mexico

Cecilia Bell moved, Ginny Disette seconded that the Minutes of the March 14, 2019 Mid-Year Board Meeting held in Independence MO be approved. The motion passed.

John Briggs moved, Helen Hankins seconded that the OCTA Board ratify the votes made on the five proposals emailed since March 14. All votes had been in the affirmative. The motion was approved.

(Following are the five emailed proposals and Board voting data.)

1. March 8, 2019, John Winner, chair of the Publications Committee recommended Jay Lawrence be offered the position of Editor of *News from the Plains* for a 2-year agreement from April 1 through March 31, 2021. Board votes were in the affirmative.
2. June 26, 2019, David Welch, Chair of the Investment Advisory Committee, proposed that due to the immediate resignation of Jim Budde from the IAC, John Briggs be appointed to this committee. Board votes were all in the affirmative.
3. June 10, 2019, John Winner, Chair of OCTA’s Nomination and Leadership Committee, recommended that Robert A. Clark be offered the position of Editor for the *Overland Journal* for a three-year agreement beginning October 1, 2019. By June 25, all Board votes were in the affirmative.
4. July 16, 2019, Pat Traffas, OCTA president, at the request of Camille Bradford, Chair of the Governance Committee, reported that OCTA had been asked to be one of several plaintiffs in a lawsuit challenging Federal Respondents’ approval of the Nebraska Sand Hills transmission line project, known as the “R-Project,” and had agreed to such. Board members were requested to ratify this action. On July 31, Camille emailed that all votes cast were in the affirmative.

5. August 13, 2019, Bob Clark, Editor of the *Overland Journal*, proposed changing to the Sheridan journal printers for the printing/binding/distribution portion of the journal. On August 24, all Board votes were reported as affirmative.

Dick Waugh moved, John Briggs seconded that the financial statements and budget prepared by treasurer Marvin Burke be accepted as presented. The motion passed.

Ginny Dissette moved, John Winner seconded to accept the IAC report's recommendation to gradually change our equity and fixed income ratio from 60/40 to 65/35 and eventually 70/30. The motion passed.