

## **SOBA BOARD MEETING MINUTES - APPROVED**

**Monday, March 18, 2024**

**(via teleconference)**

**1:00pm – 3:00pm Eastern**

### **Welcome**

Mize welcomed everyone and opened the meeting.

### **Roll Call of Attendees**

Board Members: Todd Mize, Nancy Stewart, Sharon Clark, Chris French, Gary Gardner, and Mike Wichrowski were present. Catherine Buchalski Smith is no longer on the Board.

Staff: Taylor Matsko

### **Review of the Agenda and Amendments**

No amendments to the agenda.

### **Approval of Past Minutes**

The board reviewed minutes from February 7, 2024. No edits were made. Mize motioned to approve minutes. Gardner provided the second. Motion passed.

### **President's Report**

Mize provided the President's report.

- Mize informed the board that Catherine Buchalski Smith has submitted her resignation and is no longer a part of the SOBA Executive Board.

### **Treasurer's Report**

- Mize mentioned that Buchalski Smith's resignation would be discussed later in the meeting during the Board vacancy section of the agenda.

### **Symposium Registration Rates**

- The Board discussed current registration rates for the Education & Training Symposium.
- The Board decided to keep the registration rates the same for the 2024 Education & Training Symposium. SOBA will implement an additional fee and registration for the off-site/field trip day – this cost will be determined later.
- SOBA staff will work to determine any additional costs associated with the Aquarium and Battleship NC.

*Mike Wichrowski joined the call.*

### **Board Vacancy**

- Mize informed the Board that Catherine Buchalski Smith has resigned from the Executive Board.
- SOBA staff recommended that the board fill the open position on the board before

naming a new treasurer, as the board does not want to take this opportunity away from an incoming board member.

- The call for board member nominations was published in the [March newsletter](#).
- Board members were encouraged to reach out to members to try to solicit nominations.
- SOBA staff requested notification if any board members are not planning to remain on the board next year, to prepare for filling any vacancies.

### **February Site Visit to Wilmington**

- Mize, Gardner, and Matsko discussed their site visit to Wilmington and presented the Board with a recommended field trip schedule.
- SOBA staff will follow up with Battleship NC to determine if any staff members can speak to SOBA attendees about the ship. Additionally, SOBA staff will follow up with the Aquarium to determine pricing for the field trip day.

### **Open Discussion**

- Matsko informed the board that SOBA staff are working on compiling website information and drafting emails to committee members.
- Wichrowski expressed concerns about Maine's potential to host the 2025 SOBA Education & Training Symposium. Mize mentioned that if SOBA could not find a host for 2025, Alabama may be a possible option.
- Idaho is committed to hosting the 2026 SOBA Education & Training Symposium.
- The board suggested that it could be helpful to create a map of past SOBA locations and the years the event was hosted there.
- Wichrowski volunteered to contact some of his contacts in Rhode Island and Connecticut to see if they would be interested in hosting the 2025 SOBA Education & Training Symposium.
- Cardell Johnson from the GAO is interested in presenting as part of the 2024 Symposium. The board suggested that we may include him as part of Fed Day.

### **Adjourn**

Mize motioned to adjourn. Wichrowski provided the second. Meeting adjourned.

**Approved on April 9, 2024.**