



*Helping Communities Leverage Their Outdoor Recreation Assets*

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# Outdoor Recreation Council of Appalachia

## Board Meeting Minutes

September 18, 2025 | 1:05 PM

Prepared by: Jessie Powers/ info@orcaohio.com

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## ORCA Board Members Present

- Steve Patterson, May of Athens, Chair
- Tim Warren, York Township Trustee, Vice Chair
- Tammy Hawk, Chauncey Interim Mayor
- Jay Kline, Village of Buchtel, Council Member

## Others Present

- Jessie Powers, Executive Director
  - Sarah Ciciora, Finance Administrator
  - Delia Palmisano, Director of Communications
  - Sky Pettey, Legal Council
  - Sam Tutten, Sunday Creek Horizons
  - Reed Courtney, Sunday Creek Horizons
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## CALL TO ORDER

Meeting was called to order by Chair Steve Patterson. Quorum was confirmed.

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## APPROVAL OF AGENDA & MINUTES

- **Motion:** To approve the meeting agenda.
  - Motion by: Tim Warren
  - Second by: Tammy Hawk
  - Vote: All in favor, motion carried.
- **Motion:** To approve the August 1 meeting minutes.

- Motion by: Tim Warren
  - Second by: Tammy Hawk
  - Vote: All in favor, motion carried.
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## BOARD MEMBER UPDATES

- ACGP Groundbreaking was discussed in Chauncey for 10/1.
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## PARTNER UPDATES

- The EPA Brownfield application was brought up by Mayor Patterson.
  - Sam Tutton discussed Sunday Creek's role in the grant application.
  - The Athens Port Authority and the Athens County Economic Development Council were discussed as to any conflicts.
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## FINANCIAL REPORT

- Sarah Ciciorra reviewed the August financial report previously circulated ahead of the meeting.
  - The bank account overview included a starting balance of \$511,473.05 and an ending balance of \$951,592.73.
  - ACGP balance is \$1,106,614.16
  - Expenses for trails is \$347,080.99
    - Sarah Ciciorra discussed the high travel this month for OOREC speaker reimbursements.
    - Tammy Hawk asked about the complete trail miles.
    - Jessie Powers confirmed 76 miles open, with the Snow Fork Trailhead resuming construction in October 2025.
  - **Motion:** To approve the July financial report.
    - Motion by: Tammy Hawk
    - Second by: Tim Warren
    - Vote: All in favor, motion carried.
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## DIRECTOR'S REPORT

- Jessie Powers initiated discussion on ORCA Bylaw accuracy, with input from Sky Pettey to ensure everything is up-to-date and being followed.
  - Discussion surrounded what constitutes a member vs. a partner as well as paying members vs in-kind dues.
  - The strategic planning session was brought up regarding who would be invited to the session:
    - ORCA Board
    - AWOADC Board
    - **ORCA Partners/ Advisory Committee**
- Jessie Powers asked for permission to join the Ohio Rural Development Alliance (ORDA) as a voting member for \$5,000/year.
  - Discussion included the ability to increase access to policy makers in Ohio.
  - Mayor Patterson indicated he would like to attend bi-monthly meetings along with Jessie Powers, **if permissible by ORDA**
- **Motion:** To approve joining ORDA.
  - Motion by: Tim Warren
  - Second by: Tammy Hawk
  - Vote: All in favor, motion carried.
- Jessie Powers proposed ORCA operations changes.
  - Discussion included the addition of an additional staff person to add capacity to team including:
    - Programmatic
    - Merchandising
    - Communications support
    - **General administrative support**
  - The Board requested more details for next meeting.
  - Jessie Powers also requested the staff be allowed to work from home with potential to adaptation of the current lease.
    - Possible home office costs were discussed, with the board requesting more details for next meeting.
- Strategic Planning discussion continued with Jessie Powers discussing the scope and deliverables for the strategic planner.

- Initial proposal received in an amount requiring public solicitation of services, therefore need to develop a scope of desired services and allow any interested service provider to provide a proposal for consideration.
  - Jessie Powers expressed need to include ORCA Partners as previously agreed to by the ORCA Board and articulate the scope and deliverables of a strategic planning process to comply with ORCA's procurement policy and procure planning support services.
    - Mentioned she would be working with Buckeye Hills Regional Council to engage counties outside of Athens.
  - Discussion included membership dues and voting rights and that the Board would vote to add any new members. Scope of planning services discussed included 5-year visioning meeting to inform development of a comprehensive plan with goals objectives, implementation timeline, and process for introducing new scopes of work.
  - Mayor Patterson discussed the desire to re-engage with Athens County and desire to change dues structure to \$1000 for paying members and made a motion to amend by laws.
  - Jessie Powers asked about engagement with other counties.
  - which requires ORCA board to vote the jurisdictions into the cog.
  - Sky Pettey indicated he could draft the bylaw amendment.
- **Motion:** To amend bylaws to change ORCA membership dues to \$1000 for non in-kind/paying members. ORCA board can vote to admit new members.
    - Motion by: Steve Patterson
    - Second by: Jay Kline

Vote: All in favor, motion carried.

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## ADJOURNMENT

**Motion:** To adjourn the meeting.

- Motion by: Tammy Hawk
- Second by: Tim Warren
- Vote: All in favor, motion carried.

Meeting adjourned.