



ORFED Board MINUTES

Saturday, January 17, 2026
ORFED Executive Retreat
Hallmark Resort, Newport, OR

Members Present: Kendall Liddicoat, Mike Mann, Kyle Garesche, Cliff Martin,
Guy Cutler, Joshua Gualco, Eddie Morgan
Guests: Tharon Rice, Kyle Cox, Doug Schulze

Minutes

Minutes of the December 18 meeting were approved without objection.

Treasurer Report

Mike Mann reported the following balances: Checking: \$2082.07; Savings: \$20026.14.

Winter Executive Retreat

President Kendall gave an overview of the agenda for today's Executive Retreat Business Meeting. Most of our meeting will be discussing our Bylaws, and considering a number of proposed revisions; and reviewing our fee schedules for annual membership and for conference registrations.

ICC/NAFED Certifications Process.

We briefly discussed the ICC certification and recertification process when applying directly to ICC vs using the process administered by NAFED. There was general agreement that there are many advantages to applying through NAFED.

NAFED Cleveland Conference potential conflict with ORFED May Conference

Kendall noted that the NAFED conference in Cleveland is scheduled for the same week as our conference, ending on the same day our conference begins (Friday, May 15). Two of our presenters, Jamie Knowles and Rob Getz, will be presenting and/or exhibiting in Cleveland. Our concern was alleviated by telephone conversations with both Jamie and Rob who confirmed that they both plan to travel on Friday to attend and present at our conference on Saturday.

Bylaws Review

We reviewed proposed edits on a red-letter copy of our Bylaws prepared by Kendall. The following additional revisions and edits were developed through discussion, and are proposed. Based on our discussion, Kendall will prepare a proposed fully revised Bylaws which will be emailed to Board members for further review and subsequent adoption.

- 1) **Article V Membership** has four references to "Association Pledge". Kendall will edit the references to "completion of the Association Pledge" to something like "consent to and intention to follow the Code of Ethics."
- 2) **Article V Membership, Section 3, Subsection (c)** contains confusing and ambiguous language. Kendall found the corresponding section in the NAFED Bylaws, and read it to the board. We agreed the language the NAFED Bylaws improves upon our Bylaws; Kendall will copy and paste this language from the NAFED by-laws to replace subsection (c).
- 3) **Article VIII, Section 2** contains confusing and ambiguous language. After discussion, the following language was suggested for this section: "The authorized number of directors shall not exceed 15. Up to 9 directors shall be owners or owner's representatives of Active Member Companies; the balance may be made up of persons other than representatives of Active Member Companies ("Affiliate Members"), and shall be non-voting members (e.g. vendors, end user companies, AHJs, etc.)"

Board Positions, Meetings, and Structure; Questions.

We discussed the following policies governing Board positions, meetings, and structure:

- 1) We discussed a new policy stipulating that a president remain on the board for one year following the completion of their term, mirroring the practice of the NAFED past presidents. "The Past President is an Affiliate Member of the Board for one year after their term, and this membership qualifies them for all benefits that accrue to Board members." If adopted, should this be added to **Article VIII, Section 3**, or should it be a less formal policy of the Board?
- 2) Should we develop defined areas of responsibility for each member of the Board. A number of such possible assigned responsibilities were discussed, such as leading various subcommittees. We will continue to explore this.
- 3) Should we reimburse some or all of the traveling expenses for Board members who represent ORFED at State Association meetings? The consensus of the board is that since these meetings take place in conjunction with a NAFED annual conference, such reimbursement is not necessary. However, we agreed to a general policy of possible travel expense reimbursement for a member who attends on behalf of ORFED a special event that will benefit the organization.
- 4) Should we continue the policy of welcoming anyone representing an association member, or affiliate member at our monthly meetings. The board consensus was YES, that we should continue to encourage guests to attend our meetings.

5) What should our policy be for companies with branch locations? As there is a proliferation of such companies, how will we assess membership fees for branches? and will we permit Board representation from branches? There was no board consensus, and we will continue to work on policies that reflect the changing industry.

Fee Structure and Sponsorship Review

1) We agreed to the following increased fees, which reflect inflation:

- Introductory Membership: \$275
- Regular Membership: \$425
- Conference Registration per member technician for this year's conference:
 - Early Bird: (before March 1) \$100
 - Regular Rate: (March 1 - May 8): \$130
 - Late Registration: (week of Conference): \$200
- * Conference Registration per non-member technician: \$350

2) Sponsorships. After much discussion of how to best structure our sponsorship policies, Kendall and Tharon agreed to work out the details of our Sponsorship ask.

Brooks FED Training

Mike recommended that we sponsor another FED Pre-engineered system training opportunity this year in August or September. FED will come for \$525 per technician, for a minimum of 10 techs, and a maximum of 18. ORFED would provide system training boards. handle registrations and charge \$575 per technicians. The Board approved.

Conference Door Prizes

- Tharon has sourced screwdrivers at \$6.40 each. The Board authorized Tharon to procure 250 in a variety of colors.
- The Board has agreed on a budget of \$1000.00 for this year's door prizes (not including screwdrivers).

Joshua moved we adjourn, seconded by Kyle; motion carried.

Meeting Adjourned at 1:45 pm

Minutes submitted by,
Cliff Martin, Secretary