



## OSA BOG Meeting Minutes

<b>Date:</b>	<b>Scheduled Date: 11/12//2023 Rescheduled:11/19/2023 Reason:Diwali</b>	<b>Meeting Type: Regular</b>
<b>Time:</b>	<b>8:00 PM – 10 PM EST</b>	<b>Actual Start Time: 8:05 pm</b>
<b>Location:</b>	<b>Zoom Online Video Conference</b>	<b>Actual End Time: 9:55 pm</b>
<b>Presided By:</b>	<b>Ms. Leena Mishra</b>	
<b>Topic:</b>	<b>Regular BOG Meeting</b>	

### Invitees/Attendees:

<b>BOG Member</b>	<b>Chapter</b>	<b>Designation</b>	<b>Attendance</b>
Leena Mishra	OSA EC	President, OSA	Yes
Saradakanta Panda	OSA EC	Vice President	Yes
Santwana Dash	OSA EC	Secretary	Yes
Subhransu Mishra	OSA EC	Treasurer	Yes
Gyana Patnaik	Past President	Imm. Past President	Yes
Rani Acharya	OSA EC	Jt. Secretary	Yes
Siddarth Parhi	OSA EC	Jt. Treasurer	No
Satyabrata Mohanty	OSA – CA	Chapter President	Yes
Bhabani Buxi	OSA – GA	Chapter President	Yes
Deepak Sahoo	OSA – Ohio	Chapter President	Yes
Dillip Behera	OSA-New England	Chapter President	Yes
Nagesh Rajanala	OSA – NY/NJ	Chapter President	No
Mousumi Swain	OSA – Southern	Chapter President	No

Sukant Dash	OSA – Mt Hood	Chapter President	Yes
Amulya Das	OSA – Seattle (WA)	Chapter President	No
Sanjeeb Rout	OSA – South East	Chapter President	Yes
Smaranika Rout	OSA – South West	Chapter President	Yes
Kamala Kanta Behera	CANOSA	Chapter President	Yes
Manoranjan Sahoo	OSA – Chicago	Chapter President	Yes
Anajan Pradhan	OSA -- MN	Chapter President	No
Deepak Jena	OSA – Rocky Mountain	Chapter President	Yes
Girija Prasad Rout	OSA Michigan	Chapter President	No
Manoj Mishra	OSA DC	Chapter President	Yes
Vacant	OSA - MD/VA	INACTIVE	No
Vacant	OSA - Ozark	INACTIVE	No
Vacant	OSA - Grand Canyon	INACTIVE	No
Vacant	OSA - Florida	INACTIVE	No

## **Agenda**

- Introduction / Roll Call
- Chapter Update
  - BOG Member Introduction
    - OSANE
    - Chicago
  - FL Chapter Update
    - Election Team Finalisation
- Chapter Accounts
  - Account Statement for Tax Filing
- BOG Matter
  - Handbook sharing
  - Share BOG member responsibility
    - Use of OSA TaxID
    - OSA Logo Use
    - Chapter Name
    - Use of OSA Name
    - Website use
  - Chapter Election
  - Convention Guideline Approval
- Miscellaneous

- OSA PRO update
- Round Table

### **Introduction**

The meeting started with a brief Meet and Greet over Zoom online video conference. The session was brought to motion by the President.

### **Chapter Update**

Dillip Behera, OSNE chapter president shared the chapter activities and introduced the other newly elected officers of the OSNE chapter. We welcomed Sankar Padhi V.P, Leena Ray Cultural Secretary, Munmun Das Food Coordinator of OSNE chapter. Sanjeeb Rout shared about the SouthEast chapter activities along with the youths' involvement. He mentioned about the Regional Drama festival, which is going to held on March 9th in the South East Chapter, Kamala Kanta Behera, Deepak sahuo, Bhabani Buxi Shared their chapter activities. BOG welcomed Manoranjana Sahoo who is the newly elected President of Chicago Chapter.

### **Florida Chapter**

The BOG team was briefed on the ongoing election process. As per the recommended steps, we reached out to the life members of the Florida chapter, seeking nominations for election committee members. We received two sets of nominations from three individuals, totaling nine suggested names. Following a consideration of long-serving life members, we have chosen three election committee members to oversee the FL chapter election. The appointed members are - Kiron Senapati, Prabhat Mishra, Sanghamitra Das.

Just to provide a little background, the election process is initiated as per the planned approach by the previous team. Manoj Mishra, and Nagesh Rajnala, two of the BOG members, have started the process under the supervision of OSA VP.

### **Budget Approval for Upcoming Year**

Following the latest BOG meeting, the proposed budget for the fiscal year 2023-2024 was presented to the BOG members and is currently pending approval from some members. Treasurer Subhransu Mishra issued a reminder to all BOG members, requesting them to send decisions promptly via email.

### **Tax filing**

Treasurer Subhransu Mishra shared the tax filing difficulties for the year 2022 and mentioned that even after a lot of dedicated effort, our filing was delayed for 2 days. The President requested all the Chapter presidents to submit the account details no later than the 1st week of march and stressed to have the tax filing done before time. We also went over a few processes, and some level of automation to have a more informed accounting and tax filing for the future.

The President discussed the preparations for the upcoming OPLI meeting in Bhubaneswar, Odisha. It was further notified that the OPI team intends to utilize up to Rs 2,00,000 from the OSA OPLI fund. The BOG team was notified that a proposal for fund release from the OSA OPLI would be submitted as needed, and a decision would be made to release funds accordingly.

She also informed that the OPLI team has requested that all the BOG members who are in ODisha during that time should attend the session in BBSR.

### **BOG Matter**

The Secretary notified the team about the development of a concise one-page BOG Handbook designed to provide a quick overview of the basic responsibilities of BOG members. The Secretary encouraged the team to review the document and offer any feedback to enhance the handbook. On another note, the President conveyed a strong message to all the chapter leads about the use of OSA Tax ID and OSA LOGO. She also highlighted the proper use of OSA's name. She requested all the chapter presidents to go over the chapter guideline for the smooth operation of the organization including the chapter election.

### **Miscellaneous**

The Secretary discussed a copyright concern brought to our attention by Prachee, the former treasurer, and urged all chapter presidents to exercise caution when utilizing photos from the OSA domain. The President also highlighted the upcoming OPLI event scheduled for December 3rd in Odisha.

## **General Topics**

### **Action Item**

- Treasurer will take email approval from the BOG members on the proposed budget.
- OSA EC will start the election process in the Florida Chapter under the supervision of VP.
- BOG Handbook will be finalized after receiving inputs from BOG memebrs.

*Note: prepared by Secretary, in collaboration with EC.*