



OSA BOG Meeting Minutes

Date:	Scheduled Date: 02/11//2024	Meeting Type: Regular
Time:	8:00 PM - 10:00 PM Rescheduled for Superbowl 11:00 AM – 01:00 PM EST	Actual Start Time: 11:05 AM EST
Location:	Zoom Online Video Conference	Actual End Time: 12:56 AM EST
Presided By:	Ms. Leena Mishra	
Topic:	Regular BOG Meeting	

Invitees/Attendees:

BOG Member	Chapter	Designation	Attendance
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	No
Rani Acharya	OSA EC	Jt. Secretary	No
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	No
Dillip Behera	OSA-New England	Chapter President	Yes
Nilasundar Jena	OSA – NY/NJ	Chapter President	No

Mousumi Swain	OSA – Southern	Chapter President	Yes
Sukant Dash	OSA – Mt Hood	Chapter President	No
Amulya Das	OSA – Seattle (WA)	Chapter President	No
Sanjeeb Rout	OSA – South East	Chapter President	Yes
Smaranika Rout	OSA – South West	Chapter President	No
Kamala Kanta Behera	CANOSA	Chapter President	No
Manoranjan Sahoo	OSA – Chicago	Chapter President	Yes
Jayanti Mohapatra	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
 - Chapter update
 - Model chapter guideline vs. Chapter Guideline
 - Florida Election Update
- OSA Finance
 - RDF/Utkal Divas/Sponsorship claim
 - Should be within 90 days of the event
 - Company Matching
 - Tax filing
- OSA Participation Outside
- 2025 Convention briefing
- Committee Presentation
 - OSA Odia Learning Team
 - Health & Wellness Committee Introduction
- Round Table
 - All Staff Meeting

Introduction

The meeting started with a brief Meet and Greet over Zoom online video conference. The session was brought to motion by the President. This meeting was a very productive meeting with many attendees from different committees of OSA.

Chapter Update

- Chapter update

President of OSA-Southern and OSA Rocky Mountain chapters shared the upcoming event of the chapters. Both chapters are preparing to celebrate the vibrant festival of Saraswati Puja. OSA-Southern expressed interest in joining OSA OOL this year.

President of OSA Rocky Mountain, Deepak Jena informed the team about their upcoming activity, Saraswati puja in the chapter which led to a conversation regarding the number of annual activities by each chapter. He mentioned that the chapter hosts about five events throughout the year. Around 60 OSA families participate in two annual picnics, Ganesh puja, Saraswati Puja and Diwali.

President of South East Chapter, Sanjeev Rout informed the team about hosting the RDF in March. He mentioned that the team is working actively to put together an exciting show for all the drama lovers. He also mentioned that all the participants are going to be OSA members.

Note: In another initiative, as the RDF program is sponsored by OSA, the OSA Executive Committee (EC), Board of Governors (BOG), and the team have collectively decided to advocate for OSA membership for all RDF and NDF participants.

- Model chapter guideline vs. Chapter Guideline

Some of the BOG members have questions on the Chapter election process. Though it was discussed at individual level how to operate the election process in chapter, OSA EC thought of bringing it into BOG to benefit all the BOG members. President Leena Mishra and Vice president Sarada Panda explained briefly on the chapter election process. President suggested having another session in order to streamline the election process in each chapter.

This conversation prompted a followup discussion concerning the existing Model Chapter Guideline, specifically debating whether guidelines at the chapter level are necessary or not especially when there is an existing OSA Chapter guideline. The reference to the Model Chapter Guideline in the constitution added complexity to the discussion. All the BOG members including EC had a good conversation on how to operate the Model Chapter guideline. Additionally, a discussion took place regarding the accountability of the maintenance of guidelines at the chapter level, ensuring alignment with the broader OSA National Constitution and Chapter guidelines.

All BOG and EC team agreed that this requires further discussion which may lead to updating the constitution and guideline accordingly.

- Florida Election Update

VP Sarada Panda shared updates on the Florida chapter election. The election team of Florida received nominations and they are preparing to conduct the election process accordingly. The Florida Election Committee is working in conjunction with OSA National to understand the ElectionBuddy software and undergoing thorough testing. They will soon communicate with the OSA Florida members on future actions.

OSA Finance

- RDF/Utkal Divas/Sponsorship claim (within 90 days of the event)

The OSA Executive Committee is presently evaluating all facets of OSA finances, resulting in a discussion about the process for claiming OSA-sponsored programs. Currently, there is an absence of a process or timeline for asserting sponsorship on events within OSA, resulting in a lack of financial accountability.

Treasurer Subhranshu Mishra brought in a proposal to improve the claim submission process for RDF and Utkal Divas. He mentioned that all chapter presidents must ensure submission of their budget within 90 days of the respective event. Failure to do so will result in OSA withholding funds for that event. OSA plans to sponsor 8 chapters for Utkal Divas based on the approved budget, following a first-come-first-served basis. A Google form is created for all Chapter presidents to submit the request. It's important to note that reimbursement is applicable only for physical events, not virtual.

- Company Matching

Recently company matching funds for the chapter level events has been increased to a great extent. Considering OSA as a volunteer-based organization, the ongoing approach to chapter-level company matching funds is gradually becoming unmanageable unless a well-defined process is established. OSA EC is engaged in rounds of discussion among the team members and past leaderships to streamline the Company matching process.

While we are working on a couple other items related to this, Treasurer Subhranshu Mishra brought in one proposal on Company Matching, that from all the Chapter Company Matching funds since OSA spends significant time in following up the request, OSA will keep 25% for the betterment of the organization. It is applicable only for the Chapter level company matching and not the Convention.

- Tax filing

Treasurer Subhranshu Mishra requested all the chapter presidents to submit the chapter account details as soon as possible at most by the end of this month. He also shared a google form to submit the chapter account details.

Secretary Santwana Dash requested all the chapter presidents to use their official email ID for any OSA related Communication including OSA's events in their chapter. She also mentioned to the team that soon she will share a google form to all the BOG to get the chapter level information. She also reminded the team that it is again time for Utkarsha and requested them to share the chapter reports to the Editorial team. On another note, she informed the team that she is currently engaged in updating the membership database. She requested all the chapter presidents to help her reach out to members whose membership has expired and ask them to be a member. She also informed the team to send a formal request in email to receive a membership list for your chapter.

On a different note, the president mentioned that for this year's convention OSA is interested in applying VISA on OSA's account for all the artists that the convention is inviting. This message is clearly communicated to the convention team.

The President indicated that for this year's convention, OSA may consider having a Chief Guest and speaker from within North America instead of inviting guests from India.

OSA Participation Outside

President Leena Mishra updated about OSA's participation in the World Odia Language Conference which was held in Odisha. OSA NYNJ president Nilasundar Jena, past NYNJ president Nagesh Rajnala and Sunil Sabat OSA PRO Member participated in the event.

In response to the Odisha government's request for a brief clip of "Bande Utkal Janani," Washington DC Chapter president Manoj Mishra promptly coordinated the members of the OSA Washington DC chapter to create the video. The footage was played at the event.

In addition, Odisha Government officials provided us with an update regarding the announcement of the Odia language certification program to be conducted by the state that we requested earlier.

2025 Convention briefing

As the 2025 convention is in the brainstorming phase, Mr. Tapan Padhi, former OSA president and an active chapter member, has joined the Board of Governors (BOG) to keep the team informed and enthusiastic about the upcoming event. With warm greetings from all BOG members, Tapan Padhi shared the 2025 Convention plan through a presentation with slides. He conveyed a strong message that the Southwest chapter recognizes the OSA Convention as an annual gathering for all Odias in North America, focusing on promoting our culture and enhancing OSA's business.

Committee Presentation

- OSA Odia Learning Team
Ullasini Sahoo, long time volunteer of OSA and active member of the OSA Odia Learning (OOL) joined the BOG to share information about the OSA Odia Learning Program, operation in OSA chapters and future planning. She requested the team to provide a name from their chapter who would be interested to teach the class as per the mentorship provided by the OOL programs chair and lead. She informed the team that this team is gearing up to start the program soon and planning to conduct an exam under the OOL program. She provided a demo of an online app the team is planning on using for OOL program.

Based on a prior discussion with the OOL team and demo on the online application for Odia Learning, the president asked the OOL team to provide for a write up / SOP defining the sustainment of the online application without financial obligation to the organization and to the OOL program.

- **Health & Wellness Committee Introduction**

The OSA Health and Wellness Team was invited to the BOG this time to provide the updates to the BOG members. (OSA-HW) Mr. Durga Mishra and Dr. Devashis Ray joined the BOG and updated the team about all the great work that the team is doing. He also updated that this team conducted a workshop in Balasore. President Leena Mishra appreciated the team's effort and requested this team to put together an brainstorming/FAQ for our next generation medicine aspirants. The team agreed to put together an event soon this March.

Round Table

OSA South-East Chapter president Sanjeeb shared some views for the chapter formation.

Action Item

- Need to update in the Model Chapter Guideline Article V, sec-4.

Note: prepared by Secretary, in collaboration with EC.