



## Washington Hunter Education Instructor's Association (WHEIA)

### Meeting Minutes

September 27, 2020

(Virtual Board meeting)

11:00am-1:00pm

**11:11am – Call meeting to Order.**

**In Attendance:**

**6 Board Members, 2 WDFW representatives, 1 Regional coordinator**

**Introduction of Officers** Thomas Bryson, Bob Palmer, Kelly Kussman, Sorine Price

**President's report:** Thomas Bryson

**Membership Reports:** Lyle & Alice Lewis.

73 Annual Members, 105 Life Members = 181 Members

**Treasurer's Report of Finances.** Sorine Price

Review of current account balances

✓ **Motion to approve Treasurer's report:** Lyle, 2<sup>nd</sup> Bob

Accepted  Revised

**Secretary's Report:** Kelly Kussman

Review of previous meeting (10/20/19) minutes.

✓ **Motion to approve October 2019 minutes:** Lyle, 2<sup>nd</sup> Bob

Accepted  Revised

### **WDFW Representative Report: Aaron Garcia,**

- WDFW thank you to WHEIA for vests
- Youth fund budget transfer for 2500 youth vests
- Laser Shot system has been replaced and operating under existing MOU
- Discussed recent 1<sup>st</sup> Hunt trip and upcoming opportunities for mentors looking to WHEIA for assistance
- WDFW Budget update. Looking better than original forecast, P&R funds on the increase due to firearm and license sales
- Certificate of appreciation for NHFD support

### **Steve Dazey:**

- 13,000+ students registered for HE since March
- Discussion about cancelling IST for 2021, next round of IST or PST's might be virtual
- NHFD running virtually
- Discussion about WDFW coordinators attending special skills evaluations for younger students
- Discussed cancelled range safety officer classes, trying to re-schedule in future and refunds will be available

### **Committee Reports: (No Active Committees)**

#### **Old Business:**

- a) WHEIA documentation
  - Officers still working through document edits and collating
    - Remove internal conflicts about auditing and reviews
    - Officers will review this document and provide suggestions at future board meeting.
- b) Website
  - Updated minutes and agendas
  - Look for volunteer to increase website appearance and functionality,
- c) Social Media
  - Contacted WHEIA Facebook administrator about potential change site administration to current officer. (Kelly to seek admin rights)
  - May start a new Facebook page under current board control
- d) Logo
  - Status update, original vendor went out of business, need to find new vendor and start over
  -

- e) Insurance
  - Research alternative insurance carriers.
  - Need insurance coverage for trailer, events and Laser Shot system
  - Contact 1<sup>st</sup> Hunt and see who they use,
  
- f) Bylaws, policies, and procedures documents
  - Discussion about membership coordination processes
  - Prefer to send out association updates via electronic media
  - Contact WDFW and compare instructor contact information
  
- g) Grants and financial records
  - Grant was awarded
  - Vest order was delayed until recently (Kelly delayed)
  - Awaiting formal quote for 400 units of adult universal size
  - Expect to use all of the FORNA grant funds and some Association funds to round up an order
  - May use WDFW warehouse to distribute vest to teams in need
  - Trying to complete order and close grant paperwork before next FORNA application period.
  
- h) Bow Hunter Association (BHA)
  - WHEIA and BHA have separated
  - BHA has associated with another association in the Midwest to manage their funds.
  
- i) Bandana sales
  - Initial confusion from a WDFW request for vendor was cleared up
  - Need to develop process and procedure for transfer, sales, and appropriate documentation. Receipt booklets were a suggestion
  
- j) MOU Laser Shot system
  - System has been replaced
  - Operating under MOU with WHEIA
  
- k) Banking change/options
  - Suggested looking into different banking facility and increased flexibility like online payments
- ✓ **Motion to:** Look proceed in moving to new bank was made by Lyle and 2<sup>nd</sup> by Bob
  - Look into moving most of the Terry Hoffer funds into a CD account to facilitate better interest returns

l) Officer Election

- Need to look for potential officer volunteers and schedule an election in 2021
- Will be Secretary Officer position

**New Business:**

Terry Hoffer Award:

- No award to be announced this year due to COVID-19

Future of Hunter Education

- Over 13,00 students registered for online only class since March
- Under 9 years of age unable to attend online should be a boost for traditional classes when open again
- WDFW doesn't see online only as a permanent solution

Next meetings

- TBD Possibly January timeframe
- Virtual General meeting(s)

**Parking Lot:**

Newsletter, FORNA grant application, Legacy planning, Social Outing, search for 12ga barrels to be machined as training aids, maybe convert scrap BB guns to instructor training aids, Review trailers viability and potentially sell it and look at second Laser Shot system

- ✓ **Meeting adjournment motion** Sorin 2<sup>nd</sup> Lyle

Meeting Adjournment 12:32pm