



IRWA Puget Sound Chapter 4 Executive Board Meeting Minutes

Virtual Board Meeting | February 10, 2021 | 10:00am – 11:00am
<https://zoom.us/j/99562039051?pwd=Y04yT3IEdTAWT3BCby9ya2h3aUNWdz09>
Meeting ID: 995 6203 9051 Passcode: chapter 4

I. Call to Order: President Jesse Ray, SR/WA called the meeting to order at 10:05 PST.

Present:

Jesse Ray, SR/WA, President
Michelle Talbot, SR/WA, President-Elect
Dianna Nausley-McKeon, SR/WA, R/W-RAC, Vice President
Chris Anderson, Treasurer
Andrew Sorba, SR/WA, R/W-AC, Secretary
John Nidecker, Immediate Past President
Jasmine Reid, Communications Chair
Charla Oliver, Member

II. Meeting Minutes

Andrew Sorba

- Review and approve January 2021 Executive Board Meeting minutes
 - John Nidecker motioned to approve the January 2021 minutes as revised
 - Michelle Talbot seconded the motion.
 - Motion passed unanimously
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III. Chapter Financials

Chris Anderson

- Review entry to QuickBooks and reconciliation reports
 - Checking account balance as of January 31, 2021 - \$70,954.24
 - Reconciliation of reports still pending.

IV. Committee Business

Professional Development

Andrew Sorba

- Create and send Certification Renewal Emails
- Discuss re-certification requirements with multiple chapter members
- Julie Aune – SR/WA and R/W-NAC Certifications Renewed
- Review and Approve Jennifer Lee RWP-TN Formal Education, Experience Verification, Prerequisites, Application
- Review and Approve Rachel Watson RWA-GN Experience Verification and Prerequisites
- Discussed Formal Education requirements
- Review and Approve Anna Rosekranz RWP-GN Formal Education
- Discussed how to submit completed application

V. Nominations, Elections & Special Awards

Nicole Bissett

- 2021 NESA forms on website
- Project of the Year Deadline: February 28, 2021 (March Presentations)
 - \$25 Gift Card per Submission; \$100 Gift Card per Presentation
- “Yearbook” Awards
 - Match Baby Photos
- Scavenger Hunt Bingo
- Other Awards Deadline: April 30, 2021 (presented June, 2021)
 - Employer of the Year
 - Instructor-Presenter of the Year
 - Professional of the Year (Chapter Level)

Education**Andrew Sorba**

- Scheduled Courses: TBD – Pending HQ guidance: No in person courses scheduled 2021 due to the uncertain future of being able to hold courses in 2021.
- Future virtual courses will be scheduled by HQ
- Possible Education Chair Volunteer: Tanya Johnson, Universal Field Services
- Inquire and Create Virtual RWA Package Discount Offering

- **Membership**

Amber Novack

- No Pending Members
- Janae Barbeau transfer to Chapter 22 complete

- **Social**

Leslie Findlay

- Social Chair Volunteer Needed for 2021-2022 (Possible Interest: Charla Oliver, CLS)
 - Charla Oliver appointed Social Chair

- **Young Professionals**

Jesse Ray

- Goal A: Young Professional Rep from each Region (complete)
- Goal B: College Outreach Program
 - YP Rep's working to put together PowerPoint presentation
 - Template in development for outreach to local colleges/universities
- Goal C: Mentor/Mentee Program
 - Task force working with HQ for data to connect mentors with mentees
- Annual Education Conference TBD –Virtual Conference plans pending final determination about in-person conference

- **Communication**

Jasmine Reid

- Recent Eblast topics:
 - 1/11/2021: New Year New Program – Advertising January Meeting
 - 1/19/2021: Project of the Year Announcement – Deadline February 28
 - 1/22/2021: President's message
 - 1/27/2021: February Chapter Meeting Advertisement (Presenter: Eileen Baker)
 - 2/8/2021: Reminder to Register for February Chapter meeting & presentation

- **Program**

Dianna Nausley-McKeon

- February 2021– Acquisition from a corporate perspective: Eileen Baker, McDonalds Corp
- March 2021- Project of the Year
- April 2021 – Announce slate of officers - TBD
- May 2021 - Election
- June 2021 - Installation Dinner- Waterways Dinner Cruise

VI. New Business**Jesse Ray****VII. Ongoing Business****Jesse Ray**

- Chapter 4 Speaker/Presentation Gifts – Update
 - Order 50 of the Black and White option.

VIII. Announcements**Jesse Ray**

- Board & Committee Openings:
 - Professional Development Chair Position Opening – Andrew Sorba interim Chair
 - Social Chair Committee Opening – Charla Oliver might be interested
 - Education Chair – Tanya Johnson, SR/WA might be interested
 - Potential committee volunteer – Charlene Mullis
- Award Deadlines:
 - Project of the Year – February 28, 2021
 - Employer of the Year – April, 2021

- Instructor-Presenter of the Year – April 30, 2021
- Professional of the Year – April 30, 2021
- Today's Presentation: Acquisition from a Corporate Perspective by Eileen Baker, McDonalds Corporation
- Meeting RSVP's

IX. Recap of Action Items

Andrew Sorba

X. Adjourn Meeting

Jesse Ray

XI. Next meeting – March 10, 2021 Virtual Zoom Meeting
Executive Board Meeting begins at 10:00am
Virtual Presentation begins at 11:30am:
Project of the Year Presentations