



IRWA Puget Sound Chapter 4 Executive Board Meeting Minutes

September 9, 2020 | 10:00am – 11:30am

Online Zoom Meeting

I. **Call to Order: President Jesse Ray, SR/WA called the meeting to order at 10:00 AM.**

Present:

Jesse Ray, SR/WA, President
Michelle Talbot, SR/WA, President-Elect
Dianna Nausley-McKeon, SR/WA, R/W-RAC
Christopher Anderson, Treasurer
Andrew Sorba, SR/WA, R/W-AC, Secretary
Jasmine Reid, Communication Chair
Jess Niella
Rita Gunderson

II. **Meeting Minutes**

Andrew Sorba

- Review and approve May 2020 Executive Board Meeting Minutes Passed Unanimously
 - Chris Anderson made a motion to approve the May, 2020 executive board meeting minutes as presented
 - Michelle Talbot, SR/WA seconded the motion
 - Motion passed unanimously

III. **Chapter Financials**

Chris Anderson

- Treasurer's Report
- Current Checking Account Balance: \$56,598.38
- Chris Anderson to watch for \$5,000 Donation to Education Foundation (not cleared as of 9/9/2020. Check posted 7/1/2020.
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- Approve FY 2020-2021 Budget
 - i. Dianna Nausley-McKeon Motioned to Approve, Chris Anderson Seconded
 - ii. Budget Approved Unanimously

IV. **Committee Business**

▪ **Professional Development**

Janae Barbeau

- Assisting members with credentialing (SR/WA)
- Robert Gilmore SR/WA

▪ **Nominations, Elections & Special Awards**

Nicole Bissett

- Scavenger Hunt Bingo
- Updated Awards

▪ **Education**

Andrew Sorba

- Held Courses: 100, 205 & 213
- Scheduled Courses: 801, 802, 207, 700, 703, 105, 102
- 2020-2021 Education Figures (as of 8/26/2020)
 - Estimated Income: \$35,775
 - Estimated Expenses: \$25,063
 - Estimated Net Income to Chapter: \$10,712
- Question and Discussion regarding GAP 1.0 and 2.0 Programs and funding changes for Virtual Course Offerings

▪ **Membership**

Amber Novack

- Membership drive to be rescheduled for 2021
 - 2021 Dues Structure Form-submitted to HQ 8/21/2020 (no changes)
- **Social** **Leslie Findlay**
 - Minor League Baseball cancelled for 2020
 - Deposit rolled over to 2021 season
 - Event to Be Determined (Pending Rainiers Game Schedule)
- **Golf Tournament** **Andrew Sorba**
 - 2020 Golf Tournament Cancelled
 - 2020 Deposit rolled over to 2021, New Date of August 20, 2021
 - 2021 Golf Tournament Plans
- **Young Professionals** **Jesse Ray**
 - Succession planning – Identify YP’s within the Chapter and Region
 - Goal A (Identify YP’s in every Chapter in Region 7) COMPLETE
 - Goal B: Mentor/Mentee – restarting program
 - Goal C: College outreach program – under development
- **Communication** **Jasmine Reid**
 - Weekly e-blasts
 - Coordinating with Andrew as needed re website and monthly conference call
 - Timely program advertising and notification to membership
- **Program** **Dianna Nausley-McKeon**
 - September 2020 – Online Presentation: Faith Roland – “Acquiring ROW in the age of COVID-19”
 - October 2020 – Online Presentation: Project of the Year (2019 rescheduled)
 - November 2020 – TBD
 - December 2020 – TBD
 - Discussion regarding holding a social Zoom meeting with raffle
 - Ugly Sweater contest to be held, awards and raffles to be determined
 - January 2021 – TBD
 - February 2021– TBD
 - March 2021- Project of the Year
 - April 2021 – Tulalip Resort - TBD
 - May 2021 - Election
 - June 2021 - Installation Dinner- Waterways Dinner Cruise
- V. New Business** **Jesse Ray**

 - Virtual Board Meetings Scheduled
 - Zoom Program – Registration for follow up and RSVP count
 - Potentially publish zoom presentations for other chapters/IRWA members, ask for RWIEF donation
- VI. Ongoing Business** **Jesse Ray**

 - Free IRWA 2021 Conference Registration (2020 carry over)
 - Registration Desk Volunteer for program restart: Jan, 2021
 - Photographer / Website uploads
- VII. Announcements** **Jesse Ray**

 - RSVP’s – 27 attendees for the 9/9/2020 presentation by Faith Roland, SR/WA
 - Region 7 Fall Forum: Zoom Information To Be Announced (Fairbanks, Alaska)
- VIII. Recap of Action Items** **Andrew Sorba**

IX. Adjourn Meeting

Jesse Ray

X. Next meeting – October 14, 2020 Online via ZOOM
Executive Board Meeting begins at 10:00 am
Project of the Year Presentation at 11:30 am