

WSBRS Board Conference Call Meeting
Thursday January 11, 2018
Meeting Minutes

Participants: Jerry Caird, Jennifer Garcelon, Bruce Straughn, Toni Plemel

- Jerry Caird called the meeting to order at 10:00 am
- Board members reviewed the budget. It was noted that Board attendance at the NEHA conference has historically occurred but is not included in this, or last, years budgets. Motion made by Bruce and seconded by Jennifer to send the current Chair and Treasurer (next year's Chair) to the 2018 NEHA conference. WSBRS will reimburse for airfare, hotel, conference registration & meals. Motion passed. A budget amendment will be considered at the next meeting to account for this expenditure.
- Discussion concerning the next newsletter to be sent to members. Jerry to write a "chairs message" by the end of January.
- Discussion concerning dates & content of proposed membership survey. Jennifer will send out revised questions for review. Goal is for Toni to send out the survey link in early February.
- Discussion concerning the WSEHA AEC in May. RS exam will be offered May 7th. Board meeting May 8th.
- Toni left the meeting while Board members discussed renewal terms for the Executive Secretary contract. Decision was made to offer a contract renewal to Toni, retroactive to July 1, 2017 at a \$25.00 hourly rate. All other terms to remain unchanged.
- Meeting adjourned at 10:50am.

By: Bruce Straughn, Secretary