
3:05  **Approval of Meeting Minutes** – February 2019 - **Approved**

3:10  **Treasurer Report (Amanda K.)**
   a. Accounts as of March 21st, 2019:
      - Checking: $7,004.31
      - Savings: $5,131.68
      - PayPal: $0.00
      - Credit Card: $0.00

3:15  **Membership Committee Report (Amanda K.)**
   Membership as of March 21st, 2019:
   - Total members: 203
   - Institutional orgs: 10
   - Commercial orgs: 20

3:20  **Events**

   1. 2019 District 8 AALAS meeting update (Jen D. / Traci W.)
      1. Volunteer organizer needed – Michael M. with help from Sakara P.
      2. April 2nd Room cutoff
      3. Next meeting April 10th

   2. Q1 Webinar/Networking Event Planning
      1. Who is planning to attend? – Michael M., Tony G., Sakara P., Dave R., Joe A., Thomas O.
      2. Reservation for agua verde? – Tony to make reservation
      3. Table top displays for sponsors – Amanda to make table top displays
      4. Ice breaker questions/game – Sakara to make
      5. Discussion questions – Sakara to make
      6. Send reminder email Friday morning – Michael to send out. 5 responses so far

   3. Summer Picnic
      1. Seattle Parks application submitted, we should hear back on confirmation soon
      2. Form planning committee – Emily F., Thomas O., Traci W., Dave R., Michael M. (on games)

3:40  **Newsletter Committee Report (Amanda K. / Mirah)**
   a. Newsletter sent out 3/9
   b. Next newsletter to be sent out – May 24th, content deadline May 19th – Send email out to members asking for content
a. Content needed: *focus on D8 meeting*

3:45 **Scholarship Committee Report (Amanda K. / Tony G.)**
   a. Scholarship Committee Update
      a. *No new activity*

3:50 **Social Media Committee Report (Michael M. / Sakara P.)**
   a. Social Media Committee Update – *add pictures from events*

3:55 **Branch Outreach Committee Report (Michael M. / Joe A.)**
   a. Branch Outreach Committee update – *Traci to send vivarium manager roundtable list to committee*

4:00 **Branch SOP Committee Report (Sakara P. / Amanda K. / Traci W.)**
   a. SOP Committee update
      a. *QuickBooks SOP almost complete, will be posted by end of month. (Amanda K.)*

4:10 **New Business**

1. Reserve location for 2020 Trade Fair
   a. UW HUB Ballroom prices increasing – *Amanda to look into reserving the space*

2. Form website Committee? - *Thomas O., Jen K., and Dave R.* *(Add SOP to to-do items for SOP committee)*
   Keep website events page up to date
   Post meeting minutes?
   Update “news” section

3. Review Bylaws – *last approved 12/31/2013, recommended to review and update if needed*

4:20 **Continuing Business**

1. WBAALAS Board Meeting location for 2019 – *Allen Institute is out, Sakara looking into UW SLU location as an option*

2. Updating WBAALAS logo on website – *Amanda to inquire on price to have logo updated*

4:25 **Schedule next meeting** – *No meeting in April due to D8 planning, meet back up in May*