

WBAALAS BOARD MEETING AGENDA

April 29, 2015 4:00 PM FHCRC – Thomas Building (D1-302)

Members present: JD TD EC

Call in: AK SB DC AS AC

4:00 Meeting called to order

Approval of March 11 2015 meeting minutes

4:01 Treasurer Report

Accounts as of April 29 11: *Checking: \$3462.00*

Savings: \$25125.17

4:05 **EVENTS:**

Trade Fair

- Lessons Learned: JD discussed overall success
- Survey results reviewed by Amanda. Positive: education sessions and networking aspects of TF. Negative: people come only for raffle and free food
- TF suggestions 1) raffle tickets distributed only at speaker talks, 2) spread raffle drawing out in to at least two sets.
- Speaker plans: Pursue paid speaker for next year-yes. Speaker suggestions: AS tracking down Terri formerly FBR, & emailing AALAS president Cindy B. Suggestion to move speaker to big atrium by TD
- SB reviewed TF financials

Picnic

- Scheduled for August
- Newsletter will contain picnic promotion
- Schedule email blast for early summer

4:20 **SOCIAL MEDIA UPDATE**

- AC set up FB page
- All board members are registered
- Post about picnic
- WBAALAS can approve the posts

4:25 **BOARD MEMBER POSITIONS**

- Open positions for next year – start thinking about and recruiting candidates
- Treasurer position will be open
- Four individuals have expressed interest in joining board
- Treasurer position: candidates will provide 2 references
- Secretary vacation: secretary email will be forwarded to Andrea for May/June

4:40 **NEWSLETTER:**

- AS compiling info
- Will be up on forum May 11

- Update from AS: WBAALAS member contributions, photos from TD, JD pres message.
- TD suggests bio's of award winners be added

4:50

VIVARIUM MANAGERS ROUNDTABLE

- TD plans to have Lori/ Seagen host next roundtable
- Scheduling for may 28
- TD will draft an email

4:55

Other Business

- WBAALAS website : TD has been fixing things behind the scenes
- Shared cloud storage set up and in test mode TD "BOX"
 - TD proposes to set up an account for each board position, setting permissions for each
 - Treasurer uses Quickbooks, so will not use Box
 - Question raised: How do by-laws affect sharing of branch records and membership list
 - Positive: Treasurer and Secretary can share files
 - Testing will be by TD SB
- AC (district) JD (branch) participating in elementary school science fair 5/13
- SB does anyone want to look at branch financials?

Schedule next Meeting July 9, 4 pm @ Fred Hutch