

## WBAALAS BOARD MEETING AGENDA

February 24th, 2022, 3:00- 4:00 PM @ Teams Meeting

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- **Roll Call** – Ashley R., Dave R., Julie B., Melissa R., Sakara P., Jonathan M.

Rene K. (Guest) – Sheppard Specialties, willing to be an “unofficial” Vendor rep and provide feedback

Andrew H. (Guest) – Novo Nordisk

Tom C. (Guest) – D8 Trustee

- **Approval of Meeting Minutes** – January Board Meeting Minutes Unanimously Approved

- **D8 Trustee Introduction** – Tom Chatkupt

- Emily Slocum – Alternate Trustee
- emily.slocum@avidityscience.com
- Merced, California

### 2021 National AALAS Meeting

Held a Virtual Silent Auction, Live auction as well

1700 in person attendees (about 1/3 of usual), 1000 virtual attendees

### Other AALAS News

Calendar Events (will be distributed to all members)

ACE membership for Branch, something to think about

Can Request AALAS president or executive director attend Branch events

Update to AALAS Website – digital HUB

AALAS is starting a podcast

Mentoring program

### Other News

ILAM back on

### D8 News

Ron Orta Award – 2021 winners Robert and Dee Drye

D8 meeting, San Diego at a Conference Center (to avoid room minimum)

Poster and Presentation Call out

May 23-25th

- **Treasurer Report (David R.)**

1) Checking: \$4,982.80

Recent transactions:

- 2/22/22 - \$100 check cashed for WBAALAS Board Member of the Year Award, \$60 membership deposit
- 2/14/22 - \$100 membership deposit
- 2/11/22 - \$800 membership deposit
- 2/9/22 - \$80 membership deposit
- 2/1/22 - \$100 membership deposit

- 1/31/22 - \$28.35 reimbursement check cashed for UPS cost to mail 2 awards to recipients, \$297.68 reimbursement check cashed for Quickbooks subscription renewal, \$700 and \$100 membership deposits
- 1/28/22 - \$600 membership deposit
- 1/27/22 - \$500 membership deposit
- 1/26/22 - \$420 membership deposit
- 1/25/22 - \$18.81 membership deposit (Paypal)
- 1/24/22 - \$140 membership deposit
- 1/21/22 - \$500 charge for Quickbooks Live Bookkeeper audit, \$1700 charge for annual AALAS Learning Library subscription
- 1/20/22 - \$102.57 reimbursement check cashed for award trophies/plaques
- 1/14/22 - \$156 reimbursement check cashed for annual branch PO BOX mailbox rental

2) Savings: \$11,171.69

Recent transactions: none (only interest payments)

- **Membership Report (David R.)**
  - 106 individuals, 5 institutional, 11 commercial
- **Website Report (Christine L.)**
  - Add Tech Week Winners
- **Calendar Review (David R. and Sakara P.)**
  - Membership Drive – January-March (ongoing)
  - Renew branch subscription to AALAS learning library in Jan. - Completed
  - Branch Officer Roster – Feb 15<sup>th</sup> (complete)
  - Annual IRS filing (form 990-N) must be submitted by May 15<sup>th</sup>
  - Annual filing with WA Secretary of State must be completed by Nov. 30<sup>th</sup> (notice email comes Oct. 1<sup>st</sup>)
  - LLAMA in April
- **Social Media (Ashley R.)**
  - **Facebook:** from January 26<sup>th</sup> to February 22<sup>nd</sup> we had 48 active members. Active meaning members who viewed, posted, commented or reacted to group content. A total of 34 Posts (down by 17%) and 3 comments (down 25% from last month). We have a total of 71 members, this is up 1 member from last month.
  - **LinkedIn** – Sakara has access to WBAALAS account, should we use as additional social media site or stick with Facebook only?
    - Julie B also willing to help with LinkedIn account
    - **Sakara** to send login info to Ashley
- **Newsletter (Sakara P.)**
  - Q1 Newsletter scheduled for end of March
    - President's Message
    - Award Winners from end of year
    - Tech week winners (and pet photos)

## EVENTS

## Technician Appreciation Week

- **Summary** – Sakara and Ashley
- Jan 30<sup>th</sup> – Feb 5<sup>th</sup>
- We had a total of 11 people join the trivia with 5 completing all 3 days. (Tuesday 10 people, Wednesday 7 people, and Thursday 6 people).
- People would love to see more webinars. With varied content (neuroscience, techniques and species). The Tech roundtables were the number one favorite event, followed by the trade fairs.
- Things they loved about their job: #1 was working with animals
- Things they do for compassion fatigue: therapy, listening to music, exercise, games
  
- Only 2 responses from follow up survey
  - Loved that anyone could participate and easy to participate in
  - Not a fan of the bonus questions, although they understand why they were there
  - Enjoyed the break from work, but in a productive way and learning about different topics
  - Could improve in making questions harder to look up
  - Overall event was well organized
  - Some thought the questions were harder than previous years

## Q1 Tech Roundtable

- Only 6 or 7 people attended last roundtable, but good discussion
- Timing of roundtable – hold it more towards lunch time rather than after work hours
- **Jonathan and Melissa** to work together on details

## Q1 Manager's Roundtable

- March 10<sup>th</sup>, Tim Dawe to set up zoom invite
- **Sakara** to send out RSVP

## Summer Picnic

- **Sakara** to reach out to Amanda and Traci for Location Reservation information

## NEW ITEMS

- AALAS Learning Library Seats: **Ashley** to let Amanda know that she is okay to free up seats for more members
- Trade Fair: Decided by board that we should definitely try to host it this year
  - **Sakara** to ask Amanda Contact Info for Horticulture Center at UW

## OLD ITEMS

- **Bylaws Review**
  - Plan: Reach out to National and ask if they have someone willing to review our Bylaws (**Dave**)
    - Amber responded with Branch Sample form for Bylaws and copy of AALAS National Bylaws. Could post onto AALAS forum for feedback
- **LAC**
  - **Julie** to review pamphlet and then decide on whether or not to take on this role
    - LAC doesn't seem to be recognized at National Level, recommended by Tom C. to ask on the ACE community

**Next meeting:** March 17<sup>th</sup>, 3-4PM