

WBAALAS BOARD MEETING AGENDA

May 21, 2020, 3:00- 4:30 PM @ Conference Call

- **Roll Call** – Michael, Sakara, Tony, Joe, Dave

- **Approval of Meeting Minutes** –
 - April minutes: **approved.**

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

Checking: \$8,971.43

Recent transactions:

- 05/08: \$15.91 debit
- 05/08: \$540.00 deposit
- 05/06: \$350 check #1184 (DTH refund)
- 04/30: \$450 check #1186 (Lab Products refund)
- 04/30: \$450 check #1086 (Ancare refund)
- 04/29: \$700 check # 1185 (Jax refund)
- 04/20: \$350 ccheck #1087 (Innovive refund)

Savings: \$11,169.83

Recent transactions: none

Credit Card: \$629.39

Recent transactions:

- 05/19: charge of \$156.00 (mailbox rental, 1yr)
- 04/29: charge of \$23.39 (computer/network service provider)
- 04/08: charge of \$450.00 (AALAS Learning Library upgrade)

An auto payment of \$473.39 (cc *statement* balance) will be applied on 05/26/2020.

- Membership – 196 total
- Insitiutional- 9 total – up 1
- Commercial org – 19 total

- **Events**

1. 2020 Trade Fair :

- a. Vendor Refunds/Credits are done. Issues with Crowne Plaza are resolved. Any other loose ends that need attention? **Britz got credited, everyone else was refunded.**

2. Summer Picnic on 8/8 – **Summer picnic probably canceled. No need to seek refund. Play it by ear.**

- a. Do we need to consider canceling this event due to COVID-19. - **probably**
- b. Foods -

- c. Activities/games – Michael would bring these
 - d. Awards – Nominations forms sent out? Sakara will do this
 - e. What else can we splurge on? Winter event
2. Webinar Q3 – not sure. If we can hold this in person. May need to switch to virtual. Should try doing a virtual webinar event for end of June.
- a. Aiming for late-September.
 - b. Vilma at SCRI is trying to get approval for hosting. Vilma received approval from SCRI.
 - c. Should we move to a virtual meeting format Sakara sends topic from. AALAS ask how to host virtual webinar. – Michael will ask AALAS for guidance
3. Holiday Event –
- a. Need a fun venue that will draw attendees
 - i. Zoo Lights – woodlinpark zoo. Tony will reach out
 - ii. Seattle Aquarium. – Michael will reach out
 - iii. Paint & Wine -
 - iv. Splurge.
 - v. Art Marble
 - vi. Send a poll out to membership.
 - vii.

- **Newsletter Committee Report (Amanda K.)**

- 1. Newsletter Committee Update - nothing to report

- **Branch Outreach Committee Report (Michael M. / Joe A.) –**

- 1. Future outreach meetings could include a purchased webinar viewing

- **President Elect – Tony..**

- 1. Update Tony’s email to President Elect – Michael appointed Tony official to president elect. He vacates board position 1.
- 2. Open Board Member position? Sakara will check bi laws about number of members needed.

- **Elections**

- 1. Which positions are up for re-election? Board number 3 secretary, president elect. Possibly board number 1 as well.
- 2. When do the elections typically take place? October- start advertising for nominees in July.

- **Branch SOP Committee Report (Sakara P. / Amanda K. / Traci W.)**

- 1. SOP Committee update – Nothing new

- **Branch Website Committee Report (Jen K. / Dave R.)**
 1. **Nothing to report**

- **Branch Management Summit (Tony) –**
 1. Tony has an update to share. **They sent an email asking if people would be happy with a virtual day long summit? Tony responded yes.. no idea what will happen.**

- **New Business**
 1. Virtual Events:
 - a. Managers Round Table Meeting
 - b. Tech Round Table Meeting – **discuss at round table meeting. – Tim will start using mail chimp.**
 - CEU availability?
 - c. Virtual Webinar Event? **In a addition to webinar in person or simultaneously.**
 - Topics? – **webinar – for end of june.**

- **Next meeting: June 25, 2020**