

- **Roll Call** – Ashley R, Dave R, Traci W, Emily F, Sakara P, Jonathan M, Christine L, Melissa R
- **Approval of Meeting Minutes** – Will approve at next meeting, board needs time to look over
- **Treasurer Report (David R.)**
 - Email was received to renew branch insurance policy, but Dave is having issues on getting assistance with filling out the forms. Our insurance may end up lapsing due to this, and if it does, we may want to look into exploring other policies
 - Checking: \$2,982.05
 - Recent transactions: None since last meeting
 - Savings: \$11,172.12
 - Recent transactions: none (only interest payments)
- **Membership Report (David R.)**
 - 189 individuals (no change), 6 institutional (no change), 19 commercial (no change)
- **Website Report (Christine L.)**
 - Trade fair section updated with Vendor Registration form and updated time
 - General attendee registration to be added to website when it is available
- **Calendar Review (David R. and Sakara P.)**
 - Trade Fair September 8th
 - Annual filing with WA Secretary of State must be completed by Nov. 30th (notice email comes Oct. 1st)
 - Delays in processing
 - Ben Cohen Branch Management Summit – July 15-16
- **Social Media (Ashley R.)**

Facebook:

 - 29 posts
 - 42 active members
 - 70 total members

LinkedIn:

 - 37 connections 10 people have viewed our profile
- **Newsletter (Sakara P.)**
 - Q2 Newsletter delayed due to waiting for some content submissions, planning to send out Monday morning (7/11)
- **D8 Update (Ashley R.)**

- 2022 AALAS in Louisville, Ky
- Abstract submissions still available, topics closed. Preliminary program available.
- next business meeting is August 12th, no time given.
- Roster is back showing Shawn and Joe (had previously been removed). Ashley will reach out and make sure they are using the updated roster.

EVENTS

Q2 Manager's and Technician Roundtables

- Manager's roundtable
 - Had to be postponed, scheduled for July 14th 1-2PM
 - Location: Virtual
 - 3 RSVPs, will send out follow up email morning of 7/8
 - Cindy Pekow knows person with animal tracking app and would like to present at something like the managers roundtable for a 5-10min talk and recruitment of beta testers
 - Person not likely a WBAALAS member, Traci to gather more information and send out to Dave
- Technician Roundtable
 - Date: July 14th 1-2PM
 - Location: Virtual
 - Speaker: Amanda K.
 - Those who RSVP to be sent calendar invite rather than just the link to the meeting

Trade Fair

- Trade Fair location at UW Horticulture Center:
 - NHS hall: for Vendor booth and breakfast/lunch
 - Merrill Commons: space for eating
 - Isaacson classroom & Douglas Classroom: for speaker presentations
- September 8th, reservation from 7am to 3pm
- Contract and paperwork signed, deposit submitted
- Walkthrough not yet scheduled, usually occurs ~1 month before event

TRADE FAIR PLANNING

- **Program Update:** Ashley
 - No updates, information will be added as it is sent to Ashley
- **Registration Update:** Emily/ Jonathan
 - Have draft by end of next week to send to Board
- **Vendor Updates:** Melissa
 - Vendor Registration has gone out
 - No registration forms have been sent in yet
- **Speaker Updates:** Traci
 - 5 confirmed speakers
 - Cindy Buckmaster as keynote speaker, full 1hr requested
 - NASA and animal care experience
 - UW and transparency in animal research
 - Amanda K. in training/development/management
 - VA and "getting old is dirty business"
 - Traci to confirm with Cindy on timing for talk

- Sakara to forward Traci and Emily tentative schedule template
- Traci to confirm if board will need to reimburse Cindy for any expenses
- **Food Updates:** David
 - Dave and Christine will be making Costco/Starbucks run for the breakfast and snacks
 - lunch items have been selected, choices need to be sent in a couple days beforehand (exact date in email that Dave sent out previously)
- **Awards/Raffles Update:** Julie
 - Have one award nomination per award
 - Everyone encouraged to nominate someone
 - Sakara to coordinate with Julie on raffle
 - Planning to have a couple winners, decide on number and prize amount for gift-cards or checks (sponsored by the board)
- **Other Updates:**

NEW ITEMS

OLD ITEMS

Next meeting: July 21st