

WBAALAS BOARD MEETING MINUTES
June 13th 2024, 2:30- 3:30 PM @ Teams Meeting

- **Roll Call** – Traci W., Devin M., Traci G., Mel R., Leandra M., Emily F., La’Akea S., Dave R., Stephanie S.
- **Approval of Meeting Minutes** – May 16th 2024 meeting minutes were approved.
- **Treasurer Report (Traci G)**
 - **Checking \$5891.05**
 - 5/14/24 Service Charge -156.00
 - Fee for wire transfer, for D8- will transfer fund from D8 account to reimburse cost and will work with Dave to close D8 account
 - 5/24/24 D8 reimbursement -250.18
 - (funds transferred from D8 account 4/26/24, on last month’s report but posted this month)
 - 4/29/24 Mailchimp -29.24
 - New pricing
 - 6/3/24 The Home Office -300.00
 - Paid 1 year in advance and got 1 month free- paid through July 2025
 - 6/10/24 Go Daddy -185.54
 - Security upgrade for web account, recently hacked
 - **Savings \$11,178.70**
 - 5/23/24 Interest +0.45
 - **PayPal \$18.81**
 - 5/12/24- no new transaction. Traci to transfer fund to checking account
 - **Of Note:**
 - Keeping Essentials plan. This account was upgraded for D8 but that now seems to be the least expensive plan and the Free plan does not meet our needs.
 - Traci G will work with Dave R to close the D8 account before next branch meeting
 - Our website was recently hacked and board approval to increase security for additional fee
 - From last month’s minutes- IRS filing was completed in April
- **Membership Report (Traci G.)**
 - 232 individual – Up 2
 - 21 commercial – Same
 - 10 institutional – Same
- **Website Report (Dave R.)**
 - The website is back up and running
 - Website was infected with malware couple weeks ago, we upgraded our security plan.
 - GoDaddy recommends updating all passwords so Dave will send out new email passwords soon.
 - The awards page needs to be updated for 2023 and 2024.

- Should we add the winners of the National AALAS Scholarship to the webpage? Dave will look into adding.
- **Calendar Review (Mel R.)**
 - Nothing pertinent
- **Social Media (Ashley R.)**
 - Facebook: 70 members (down one since last time)
 - 27 posts
 - 35 active members (people who viewed, posted, commented, or reacted to a comment)

 - LinkedIn: 55 connections
- **Newsletter (Ashely R.)**
 - Newsletter: June's issue is out

EVENTS

- **2024 Manager's and Technician Roundtables (Melissa R., Dave R.)**
 - Q2 Manager Roundtable – 6/20/24 at Seattle Children's, Spire will sponsor lunch
 - Q3 Technicians Roundtable – Had Q2 Tech roundtable in May, went well. Wanting to set up an in-person tech roundtable at Allen Institute for Q3.
- **Summer Picnic (Ashley R.)**
 - Summer picnic **Saturday August 10th**.
 - Time slot is 8am-2pm
 - Tech of the year and member of the year will be announced at picnic
 - Awards chair? We need to figure out who will be the awards chair and who receives the nominations from the webpage.
 - Dave will set up forwarding for the award nomination emails
 - Mel volunteered to be awards chair
 - RSVP deadline, a couple weeks before the picnic
 - Nomination due date: July 19th
 - Dave will look for what vendor was used to make the award plaques last year

Ongoing Items

- **Bylaws Update (Dante D.)**
 - Changes to be sent out to membership for voting, on hold for now
- **Salary Survey (Devin M.)**
 - Form sent out to vivarium managers on 6/10/24, 1 response received so far
 - Should bring up at the Managers roundtable coming up

NEW ITEMS

- **Idea – Sponsor an attendee to the Ann Turner Care Academy**
 - 2-day academy to teach AALAS members about free AALAS Foundation resources and to prepare members in their public outreach efforts.
 - AALAS Foundation pays for everything except for airfare.
 - We could sponsor a board member or a branch member to go, would cost the branch approximately \$400-\$700 for airfare.
 - Mel will reach out to the academy to see if they could hold a spot for a branch sponsor

- Look into if vendors would like to sponsor, need to make sure we have funds to cover this for future years
- Has the branch looked into investments for our savings?
 - If we have investments, we'd have to pay taxes on them which would complicate the tax process. Easier to leave savings as is to have easy taxes.

Next meeting

July 11th, 2:30pm