

**Washington State Environmental Health Association
Board of Directors Meeting
MINUTES**



Date: Wednesday, January 27, 2021
Time: 2:00-4:00 pm
Call Info: 877-311-2008, code 300864#
Website Link: [Board](#); password: WSEHABOARD

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|----------------|--|-------------------|
| 2:07 pm | Call to Order, Roll Call:

In Attendance: Jesse Smith (Treasurer), Tom Kunesh (President), Nancy Bernard (President-Elect), Jodie Holdcroft (Olympic VP), Mike Young (Past President), Jen Garcelon (Secretary), Megan McNelly (Executive Secretary) | <i>T. Kunesh</i> |
| 2:06 pm | Approval of Agenda

Move Treasurer's Report up in the agenda. | <i>T. Kunesh</i> |
| 2:07 pm | Approval of Minutes

Nancy moves to approve, Jesse seconds. All approve. | <i>T. Kunesh</i> |
| 2:20 pm | Email vote results (IHC Recipient; Exec Secretary Contract)
IHC Recipient Approved
Executive Secretary Contract Approved | <i>M. McNelly</i> |
| 2:21 pm | Executive Secretary's Report
Membership Report

Posted on website. Significant drop in membership, lots of non-renewals. Some may have not renewed due to COVID, also some retirements.

No pool conference this year since Justin left.

If we start to provide education, then our membership will increase. | <i>M. McNelly</i> |
| 2:10 pm | Treasurer's Report

See attached documents.

\$32K increase in investments last year. | <i>J. Smith</i> |

P&L: there not a lot of activity due to COVID in 2020, 2020 \$7K loss (scholarship and hotel fee)

Quickbooks registry was an expense..

1099 and IRS forms were mailed out this week. New form this year, but similar; filing State taxes soon, but it should be low.

Jesse is working on a 2021 budget and 2020 budget end of the year.

A Zoom license is about \$500. We could host a virtual AEC using the platform with a low cost registration.

Tom, should we increase scholarships using our reserves? Which account would we take it out, investments or checking? Discussion on increasing the amount or increasing the number. Ideas: Increase the current cap of \$2,000; Expand to graduate students; expand to other programs.

2:30 pm

Committee Reports

- Publications-newsletter going out later this month with information on AEC, officer nominations, president-elect slot open
Discussion on using Zoom for regional meetings, COVID support, other methods to deliver education and socialization
- Awards-No report
- NEHA Affiliate-Tom said NEHA is going forward with their virtual AEC Apr 20-21, Jun 1-2, and Jul 14-15; each day 5 hours of content, with a one hour break in the middle; traditional set up with plenary session, and breakouts. Platble(?) format. \$295 members \$445 non-members student/retiree \$95 for all six dates; special events, including social events; registration will open Mar 1. Tom will remain involved with the planning group. Tentatively NY AEC in 2022 and Spokane in 2023.
Tom talked to the OR representative. OR is not holding an AEC in 2021.

2:50 pm

2021 AEC

T. Kunesh

- Update
Met a week ago and have a draft format. Call for papers by Mar 22, notice of acceptance first week in April. Need to promote the call for paper and abstracts.
The AEC will be simpler this year online, but it will be new format which will be confusing for some. Once it's set up, it will be good.
- Scholarships/Awards

3:00 pm

Annual Board Meeting & Elections status

T. Kunesh

Two open board positions (President-elect and Treasurer) need to open it up for solicitation of nominees. Some regional V-P positions open. Recruit all open all positions.

Adjourn at 3:07 pm

T. Kunesh

Nancy moves to adjourn, Jesse seconds. All approve.