

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



Date: Tuesday, October 17, 2023
Time: 12:10 pm – 12:50 pm
Location: Zoom, Meeting ID: 852 5653 1718, Passcode: F2uXp4

PRESIDENT	Susan Shelton	X	CENTRAL V-P	James Rivard	X
PRESIDENT ELECT	Sammy Berg	X	OLYMPIC V-P	Jodie Holdcroft	X
IMM. PAST PRESIDENT	Nancy Bernard	X	SOUTHWEST V-P	Jeremy Simmons	X
SECRETARY	Jen Garcelon	X	EASTERN V-P	Vikki Barthels	X
TREASURER	Jesse Smith	X	NORTHWEST V-P	Ethan Schmidt	
EXECUTIVE SECRETARY*	Megan McNelly	X	NEHA REP*	Bill Emminger	

*non-voting positions

12:12 pm

Call to Order, Roll Call

S. Shelton

Nancy moves to approve the agenda, Sammy seconds agenda. All approved.

Proposed By-Law Changes

S. Shelton

Info

Susan, Megan, and Jen are currently reviewing for edits.

Some of the issues that need to be updated include, by-law changes for voting by mail versus Board voting policy. Discussion on committee alignments. Association records, retention, archives, etc. Review calendar of events. Annual budget requirement adjustments. Meeting location. Overlapping roles. Recognition of EHSs every 3rd year, move to annual recognition. Marketing specified as brochures.

Open for dialogue, potentially review in chunks. The listing of past presidents and officers do not need to be in the body of the document. Are there active participants in the policies and procedures subcommittee? Not a lot of current activity (James and Joe may be on it). Lots of edits and changes of paper copies to electronic. Board approves Policy and Procedure updates, entire membership approves by-laws.

Lots of clean-up in P&P, which will move the by-law changes. Reinvigorate the P&P Subcommittee? James, Vikki, Jesse, Jeremy, and Megan volunteered to help the current P&P review. Timeline is tied to

the annual business meeting at AEC. Have a target of March. Review by-laws to have a draft for the entire membership to vote in April.

AEC Update

Planning committee meetings have started. There is a Spokane representative to help plan. Feedback for AEC requests more discussion, more field trips, longer breaks. The call for speakers was in Newsletter, with a due date of Nov 30.

Jesse needs a copy of the signed contract with the conference center. Megan will send.

*S. Shelton/M.
McNelly*

Info

Investment Discussion

Jesse reviewed investments after last discussion. Jesse recommends to reinvest what was removed.

Nancy moves to change the agenda to discuss investments. Sammy seconds. All approved

Jesse moves to deposit \$35,000 back into the investment accounts to cover the amount that was put into the checking account for the 2023 AEC account to cover costs. Nancy seconds. \$85k in checking account now.

All approved.

12:48 pm

Adjourn

Sammy moves to adjourn. Nancy seconds. All approved.

S. Shelton