



Board of Directors Meeting Minutes Tuesday, September 3, 2019 10 a.m. – 12 p.m.

Members Present: Jill May, Charlotte Booth, Jeff Clare, Karen Brady, Nikki Brown, Susan Brook, Cindy Steele, Ray Deck III (phone)	Members Absent:
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Agenda Item	Discussion	Decisions
1. Call to order		The meeting was called to order at 10:05 a.m.
2. Approve minutes of the August meeting		The motion to approve the minutes carried.
3. Financial Report	Ray sent spreadsheets/charts of revenue, grant balances and draw-down rate to Board for review. There was a \$50K check to Multi-Health Systems for CAFAS written in August.	
4. Executive Director items for discussion	<p>WACF is a member of the Alliance for Strong Families & Communities. The Alliance has created a new membership category for associations. With our membership we have access to some services that could benefit our members including lower cost health care insurance and accounting. Due to the increasing cost of insurance, Jill is looking into what discounts might be possible by utilizing group rates. One of the insurer's recommended was Partner's Group.</p> <p>In preparing for the Board Retreat on sustainability, Jill met with a consultant last week that has worked for Ballmer. He is willing to write something for WACF to present to the funders. Jill has a meeting with another consultant on Friday.</p> <p>Jill distributed her ED Updates to the Board for review.</p>	Jill will continue to research and bring her findings to the Board Retreat on 10/1.
5. Policy Task Force - Update	There were no updates.	Jill will forward our consultant, Amy Michael's minutes from the last meeting to the Board.
6. September member meeting Spokane	There are approximately 30 people planning to attend. The location will be Breakthrough - 1124 W Riverside Ave Suite 200, Spokane, WA 99201	Linda will send out another meeting reminder asking for RSVP's.

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	Possible agenda topics: <ul style="list-style-type: none"> • Division overviews, updates and legislative agendas • Alliance for Strong Families & Communities member benefits • WACF's connection with CWAC, Secretary's List of Disqualifying Crimes, WACHYA, Background checks • Update on accreditation 	
7. Carey Forward dues waiver	If an agency has a financial barrier, Jill will be given the latitude to discuss it with them and offer alternate payment schedules. The Carey Forward dues waiver has not fulfilled its purpose. Agencies have not been utilizing it.	The motion to remove the category of membership carried.
8. Credit card payments for member dues	Some members have requested paying their annual dues by credit card. The option of using PayPal was discussed. PayPal charges 2.9% and \$.30 per transaction. It was suggested that if we decide to allow members to pay by credit card that they would be asked to pay the processing fees.	The discussion will be postponed until the next dues cycle gets closer.
9. Board Retreat	<p>Jill has been working with Amy Michael on an agenda. She will bring updates on her review of several associations throughout the country that are most like ours, including how they're funded, how many members and what their membership dues are. Many of the associations have been around for a very long time.</p> <p>Jill will also bring updates on the 501 (c)(3) application and the meetings she will have had with the two consultants mentioned in the Executive Director items for Discussion above.</p>	
10. Divisions Update on Legislative/Administrative Agendas	<p><u>CPA</u> – Cindy reported that the CPA Division has several sub-groups working on some of their administrative items and they are getting a lot of work done.</p> <p><u>IS Division</u> – Michael Campbell will join their Thursday Division meeting to give Q RTP implementation update.</p>	
11. Task Force Updates <ul style="list-style-type: none"> • Board Governance - Charlotte • Financial Sustainability – Jessie • Divisions – Nikki 	<p><u>Board Governance</u> – The Board member job descriptions still need to be written. Jill will see if there are any good examples from one of the "like" associations she is researching. The Bylaws revisions still need to be written but the task force is waiting for some decisions by the Board so that all the changes can be made at the same time.</p> <p><u>Divisions</u> – The draft Chair job description has been completed. The Vice Chair job description still needs to be written. Some suggestions of duties of the Vice Chair were: Take the place of the chair when necessary, attend monthly meetings and oversee subgroups. The task force is meeting following the Board meeting from 12:00 p.m. – 1:00 p.m.</p>	Jeff will update the Chair job description and write a draft of the Vice Chair job description and have the Divisions Task Force review.