



**Executive Board Meeting Minutes
Tuesday, February 6, 2018 10 a.m. – 12 p.m.**

Present: Tom Rembiesa, Charlotte Booth, Brian Carroll, Jessie DiPardo, Karen Brady, Erin Shea McCann, Paul Cavanaugh	Members Absent: Scott Hanauer, Jeff Clare, Kerry Ann Shaughnessy
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Agenda Item	Discussion	Decisions
1. Call to order		The meeting was called to order at 10:08 a.m.
2. Approve minutes from the January meeting		The motion to approve the minutes carried.
3. Review the Annual Calendar for upcoming tasks		Jessie and Jack Dyer are in the process of completing the POC L-3 filing and the 1099's for the staff and lobbyist.
4. Revisions to the WACF Application	It was agreed that the application should request more information from applicants. It was suggested that we ask for their mission statement, a short paragraph that explains what services their agency provides, and possibly some legal questions.	Tom will supply a sample of some legal questions from the NASW application.
5. Partnering agencies having voting rights with new WACF model	The category of partnering organizations was created for those organizations whose primary focus is legislative, administrative, or advocacy, but do not provide direct services to children and families. It was agreed that if a member wants to have voting rights, they would need to change their membership selection.	Brian will talk with Annie from Mockingbird to get more information on their request.
6. Membership meeting agenda		<ul style="list-style-type: none"> • Approve minutes from January • Treasurer report • Division reports • Public policy report • Present proposed new WACF dues structure • Update on ED search process • Bylaws (if completed by Dick Watkins)

Agenda Item	Discussion	Decisions
<p>7. WACF Expansion Next Steps:</p> <ul style="list-style-type: none"> • Dues: determine what to take to the 2/20 general membership meeting • Finalize ED benefits package • Discuss candidates thus far • 1st & 2nd in-person interview scheduling & grouping + strategy • Discussion about how to support ED once hired – distribution of labor across Exec Board (President can't support ED alone) 	<p>It was agreed that the ED compensation package should be a range, depending on experience and qualifications.</p>	<ul style="list-style-type: none"> • Jeff will present the new dues model at the membership meeting and we will seek approval. • The motion to approve the Executive Director Compensation Package carried. • Erin highlighted some of the candidates who have applied. • Erin will do round 1 phone interviews next week. She plans to schedule round 2 phone interviews with Exec. Board members 2/23, and 2/26, and round 3 interviews with Exec. Board members 3/2, 3/5. Erin will contact members of the board who aren't in attendance today. The Exec. Board requested that Megan Walton & Jeff Judy be added to the 2nd & 3rd round interviews to get some FCFC planning committee perspective into the mix. Erin will inquire with Washington Nonprofits & others re: how to conduct reference checks. • Tom will not be able to continue in the capacity as Board President once the Executive Director is hired. It was agreed that at least one person needs to be identified as an industry coach, and as someone who can steer the new ED to other subject matter experts, as needed.
<p>8. Activity Coordination / Adjournment</p>		<p>The meeting was adjourned at 12:00 p.m.</p>

Prepared by Linda Conchi