



**May 2020 BOARD MEETING
Zoom Meeting
May 8, 2020**

Present: Craig Warner, Dale Hough, Jack Broyles, Dan Legard, Stacie Tellers, Jana Brown, Forrest Smith, Sandi Roberts, Michelle Hughes, Camille Tabor, Beth Wright, Debbie Booher, Bret Brodersen, Mickie Cooper, Kelly Collins, Toni Nelson, Staci Ashe

Special Guests: Misty Slagle and Suzanne Hankins, Slagle Management NW

PRESIDENT

Craig Warner

Craig Warner, President, called meeting to order at 9:33am.

2020 Annual Conference -

Misty Slagle reported that the Tacoma Convention Center is willing to reschedule the 2020 conference dates to 9/12-9/16/2022 without additional fees or loss of any monies. Additionally, the Tacoma hotels are allowing us to move the room blocks to the new dates in 2022 with no additional fees as long as WFOA rebooks.

Debbie Booher reported that she is reviewing the entertainment options and contracts that have already booked and in which WFOA paid a non-refundable deposit. She will inquire on option to move these contracts to the Spokane 2021 dates or cancellation and what the costs may be.

Sandi Roberts presented the updated conference budget including options for a virtual conference with a variety of revenue and expenditure projections. The projections included a range of attendance, eLearning platform expenses, and removal of live conference items such as food and beverage budgets.

The Board discussed the virtual options (software vendors, schedules, etc.). At this time there are a lot of questions and issues for the education and conference committees to work through before the Board can make any firm decisions other than moving towards a virtual conference. The Board discussed the tentative live session dates for 9/23 – 9/24/2020 with possible recorded and live options for up to two weeks.

Dale Hough, President Elect, moved to have a virtual WFOA 2020 conference. Jana Brown, Past President, seconded the motion. Motion passed unanimously.

Jana Brown, Past President, moved to cancel the Tacoma Convention Center's 2020 conference dates and to postpone the WFOA commitment for 2020 to September 2022. Dan Legard, Treasurer, seconded the motion. Motion passed unanimously.

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Dan Legard reported that due to the Board's decision related to the 2020 Tacoma Convention Center commitment moving to 2022, he will cancel the hold with the Kennewick Convention Center for the 2022 Conference. He confirmed that there is no loss of monies for cancelling the hold.

Jana reminded the Board that the website will need to be updated to reflect the change in the locations for both the 2020 and 2022 conferences.

The Board discussed the remaining commitments with Conference Solutions (CS) for the 2020 and 2021 conferences. In review, these commitments may need to be cancelled due to the current pandemic situation. Jack Broyles will work on a communication to CS regarding the changes to the 2020 conference and the impacts to the commitment due to cancelled hotel room blocks for 2020. The communication will also request options regarding the commitments for the 2021 conference in Spokane, in order to understand impacts to possible changes for that conference. Jack will draft the communication and review it with Craig and Dale prior to sending it to CS.

Stacie Tellers, Secretary, moved to approve Jack to cancel the 2020 and 2021 sighting contracts and confer with Craig and Dale to approve possible settlement payments up to the existing contract cancellation limits. Jana Brown, Past President seconded the motion. Motion passed unanimously.

Debbie discussed the options for eLearning platforms. There are a multiple options each with its set of challenges. The Board recognizes that the CPE tracking is very important and that this tracking is at the top of the list of priorities for the eLearning platform. Debbie will continue to research and evaluate the options, working with the conference committee and Dale, bringing a solution to the Board at the July meeting.

2020 CSMFO Webinar Update -

Craig discussed the California Association's (CSMFO) webinars. Currently the commitment for WFOA is \$3,443 for 2020 webinar access, which is a great price for the webinar offerings for 2020. The Board discussed the reporting options from CSMFO as we would like to understand who from our WFOA membership is attending. Obtaining this information would be beneficial for the Board in deciding future, beyond 2020, continuation of the access for our membership. Craig and Debbie will look into reporting options from CSMFO and provide an update at the July meeting.

Dale Hough, President Elect, moved to approve the President to sign the CSMFO contract for the 2020 webinar access at \$3,443. Sandi Roberts, 2020 Conference Chair, seconded the motion. Motion passed unanimously.

PAST PRESIDENT

Jana Brown

Past President Luncheon -

Jana and Craig discussed the past president luncheon. Jana will move forward with communicating to the past president's that due to the pandemic, an in person luncheon will not occur this year. She will inquire to their availability to participate in a virtual get together. If it is possible to schedule a virtual meeting, then Jana will inform the Board of that option. Otherwise, we will revisit the annual get together for a 2021 date and location.

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MEMBER COMMUNICATION & SCHOLARSHIP

Mickie Cooper

Newsletter –

Mickie Cooper reminded the Board of the May 20 deadline for the newsletter articles. The Board discussed including the COVID-19 website information in the newsletter. Dale and Sandi stated they would also provide an article and information for the changes related to the 2020 conference, highlighting that we are moving to a virtual conference.

Scholarship Update -

Mickie opened the discussion regarding the approved scholarships for WFOA members who were scheduled to attend the May 2020 GFOA conference. The GFOA conference has moved to a virtual conference. The Board discussed the scholarships for the GFOA conference and concluded that if the approved scholarship recipients were still going to attend the virtual conference, that the scholarship would cover the conference fee.

PROF. DEVELOPMENT & SUSTAINABILITY

Camille Tabor

Program Update –

Camille Tabor opened the discussion for the nominations for the WFOA Member Award for Excellence. The Board reviewed the nominations and discussed, arriving at a decision for the award.

Jana Brown, Past President, moved to approve Camille to move forward with the process to award the successful nominee with the WFOA Member Award for Excellence. Stacie Tellers, Secretary, seconded the motion. Motion passed unanimously.

PRESIDENT

Craig Warner

Craig opened the discussion regarding the July Board meeting, currently scheduled to occur at the Great Wolf Lodge in Grand Mound. The Board agreed to continue holding the current meeting dates and make a decision closure to the meeting on whether we can or should hold an in-person meeting or a virtual meeting.

STATE AUDITOR'S OFFICE

Kelly Collins

The Board requested an update from Kelly Collins regarding the annual filing deadline. Kelly discussed that it is State Auditor Pat McCarthy's intent to continue working with the Governor and Legislature on an extension of the 5/29/2020 annual filing deadline. The office is seeking a 30 day extension, however nothing is confirmed until the Governor and Legislature provides official approval of the extension.

President Craig Warner adjourned the Board meeting to the July 16, 2020 meeting at the Great Wolf Lodge, Grand Mound or via virtual platform at 12:10pm.

Respectfully submitted,

Stacie R. Tellers
Board Secretary