

WSSHE Puget Sound Board Meeting

8:00am – 12.2.2022

Zoom

Attendees:

- State Past President – Scott Clinton
- Executive Director – **Fawn Wilson**
- PSC President – **Mitchell Pohl**
- Treasurer – Nick Happe-Hartsell
- Secretary – **Nancy Brown**
- President-Elect/Education Chair – **Stacia Rivera**
- Education Coordinator – **Diane Vandewall**
- Golf Coordinator – **Corey Robinson**
- Business Partner Advocate/Charity Coordinator – **Breanna Langston**
- Charity Chair – **Rob Pewitt**
- Membership Chair – Stephen Wickline
- Membership Coordinator – **Nicole Carter**
- **Cody Binns**
- **Nathan Waye**
- **Kayla Gonzalez**

Meeting called to order at 8:03 by PSC president – Mitchell Pohl

Introductions: No new attendees

Old Business

- Previous Month Meeting Minutes: Approved
 - Motion to approve: Nancy Brown
 - Second: Diane Vandewall
 - All in favor/None opposed

Secretary Report – Report by Rob Pewitt

- Pete Peterson Scholarship Board is scheduling a meeting to update board members and answer some questions.

Treasury Report – report by Mitchell Pohl

- Total Assets and Liabilities: \$112,571.40
- Net Income: \$-16,716.20
- Still waiting on final numbers for the golf tournament. There is still one outstanding unpaid sponsorship.
- Bank signing authority and access to storage facility have been transferred to Nick.

Golf Committee – report by Corey Robinson

- Need to reserve course for 2023 date. Available dates are 6/5, 6/19 and 6/26. 6/5 is questionable for weather and 6/19 may be a holiday for Juneteenth. The board agreed 6/26 is the best date.

Charity Committee – report by Breanna Langston

- Holiday Party
 - 12/8 4:00-9:00pm at the Foundry.

- Have 170 attendees with only 150 spots. There are remaining people on waitlist.
- Not all three main sponsorships are sold.
- Fawn will provide day-of checks. Breanna will coordinate for payees and amounts.
- Chris Herbert will MC.
- New board will be sworn in. Old board and committees will be recognized.

Membership Committee - report by Nicole Carter

- Membership has provided proposed 2023 budget and is waiting on approval to move forward with planning events.

Education Committee - report by Diane Vandewall

- Fire stop certification
 - January 17th at Virginia Mason
- Roundtables
 - 2022 Roundtable Program has wrapped up.
 - Planning of 2023 roundtable program is in process and will include 8 roundtables.
 - Registration email for 2023 will come out this month.
- 2023 Planning
 - First half of year will be heavy on events and second half will likely be lighter.
 - ASHE CHFM study course will be late Spring/early Summer. It will be opened up to Region 10.
- 8 Education sponsors signed up.

Communications – report by Breanna Langston

- No updates.

Business Partner Advocate – report by Breanna Langston

- No updates.

State Business – report by Scott Clinton

- No updates.

New Business

- SWOT/Goals Analysis Recap
 - Date: November Thursday 17th 8:30-12:30
 - Biggest take aways:
 - Need to be able to articulate value to potential members.
 - Need to understand current membership trends
 - Exit interviews when people leave and welcome interviews when they join to understand the needs of membership.
 - Identified untapped membership.
 - Need to develop policies and procedures.
 - Need to develop budget for chapter to help with planning.
- Budgets:
 - We do not have a general fund to pay for events. Need to try to break even on events.

- Each committee will develop a plan to break even on events by 12/8 and send to Mitch.
- The board will consider a sponsorship committee/chair. This would be effective for 2024.

Meeting adjourned: 8:56am by Mitchell Pohl

Next meeting will be on 1/6/2023. In person location: TBD