



WASHINGTON ACTIVITY COORDINATORS ASSOCIATION

## WACA Board Meeting Minutes

*Tuesday, February 9th, 2021*

*Location: Zoom*

*2021 Conference: Leadership: Voyage of a Lifetime*

Attendance	<p>In attendance:</p> <p>President Susie Bennett Past-President Guy Simpson President-Elect Michelle Munson Treasurer Norm Sanford Program Tammy Caldwell Communications Coordinator Kristin Sprague Partner Coordinator Jen Durham Technology Coordinator Michael Sneizak Certification Coordinator Tim Turner Secretary Kari Bradley High School Representative Megan Baxter Area 1 Jaime Johnson Area 2 Jason Simonson Area 3 Jessica Robbins Area 4 David Volke Area 6 Tina Peabody Area 7 Bryan Conrad Area 8 Jaqueline Gates</p> <p>Absent:</p> <p>Middle Level Representative Lana Yenne Area 5 Karin Blomquist</p>
Icebreaker	Movie Poster Trivia
Approval of Agenda	<p>Motion by Tammy to approve the meeting agenda Second by Jen <b>Motion passes</b></p>
Approval of Previous Meeting Minutes	<p>Motion by Jessica to approve the previous meeting minutes from January 16th and 17th Second by Tammy <b>Motion passes</b></p>
New Business	<ol style="list-style-type: none"><li>WACA Wednesday - Will forego the next WACA Wednesday in preparation of the conference so communication doesn't become white noise, etc. No WACA Wednesday on the 17th.</li><li><u>Branding</u><ol style="list-style-type: none"><li>Landed on the true Yellow color and the Navy blue</li><li>Patrick working on a letterhead</li><li>We have 1,000 stickers in the rectangular logo that have arrived!</li><li>Sched loaded with all branding pieces</li></ol></li><li>CADA conference attendance - Michell and Jamie attending</li></ol>

	<p>d. Coordinators' Reports</p> <ul style="list-style-type: none"> <li>i. Certification - No new applicants. Assuming people aren't in the frame of mind for applying.</li> <li>ii. Communications - Have gotten to a good, streamlined place for communication. MailChimp working.</li> <li>iii. Partners - Jen contacted all previous Partners. If Jen looked them up and website and other things were functional she made contact and offered participation. Difficult stories from Partners who've lost money and/or closed businesses. Norm has all logos for linking on Sched. Norm: Sched won't go live for a while, so there's flexibility with timeline. Jen: Some want to know if they can attend the conference. Michael: Do you want the website updated with their info as well?</li> <li>iv. Program - Just need to decide on exactly how many "pro speakers" we need for the second Wednesday night. If we only have our current <math>\frac{7}{8}</math> we'll be in good shape. Tammy was in touch with Fisher Agency and they weren't asking for any money either! Program Committee will make final decisions about who's included for these workshops.</li> <li>v. Webmaster - Needing Tags for the website and app connections. Apple communication a struggle. Appreciates having branding color numbers for website updates.</li> <li>vi. Treasurer's report/Budget approval - Last week we were at 15% of the goal set for registrations per area. We are at 86 people, 20 of which are us.</li> <li>vii. Fortin (Josten's) Scholarship - Will have them picked by February 20th. Meeting next week to touch base on the efforts.</li> <li>viii. 2022 Conference Details - Michelle <ul style="list-style-type: none"> <li>1. Happening! March 2022 in Vancouver</li> <li>2. Theme: Escapes into books, stories, authors and how they bring stories to life. This idea came to her about a year ago after doing all the logos for posters for the 2020 conference. <ul style="list-style-type: none"> <li>a. The Leadership Library: Choose Your Own Adventure</li> <li>b. Looking into keynotes that'll work with her theme</li> <li>c. Post-Susie's conference will send a book mark and sticker to participants from this year and other addresses provided from schools</li> <li>d. March 31st meeting dates and future meetings would be established.</li> <li>e. Norm: Powells for our book sales?</li> </ul> </li> </ul> </li> </ul>
Conference Planning	<ul style="list-style-type: none"> <li>a. Conference Planning <ul style="list-style-type: none"> <li>i. Date (March 10, 17, 24)</li> <li>ii. Time (4:30-7:30)</li> <li>iii. Board <a href="#">Introductions</a> - get your slide filled out and this will roll in downtimes during at least the first night</li> <li>iv. Newcomers Pre-Conference zoom (Kari and Tim) - Newcomers are tagged in Sched. Kari and Tim will host a newcomers Zoom at 4:00pm before night one.</li> <li>v. Code of Conduct - CADA example (Jessica) - Kari and Jessica have not been able to collaborate on that, yet.</li> <li>vi. Elections - clarification on bylaws</li> </ul> </li> <li>b. Gerry Brooks promo videos - Getting video #2 soon so we can push that out in the next week or two.</li> </ul>
Committee Work - Exec and Area Reps	<ul style="list-style-type: none"> <li>a. Motion by Jen to approve complimentary registration for Partners who ask to participate. Second by Kristin <b>Motion passes</b></li> <li>b. Save the Date bookmarks and stickers sent to Presenters and Partners as a thank you (if they aren't registered delegates). Jen will send to approx. 50 Partners.</li> </ul>

	c. Clock Hours - WACA is offering 10 clock hours (non-STEM) for attending all 3 Wednesdays of the conference. No partial hours will be given. Michael will advertise on the website and Area Reps will add that to communication.
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Adjourn	Motion by Jessica Second by Jen <b>Motion passes</b> Meeting ends at 6:32
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MEETING	Date	Location
Whole Board Meeting	Tuesday, February 23rd 4:30pm-6:30pm	Virtual
Whole Board Meeting	Tuesday, March 9th 4:30pm-6:30pm	Virtual
Post-Conference Meeting (whole board)	Wednesday, March 31st 4:30pm-6:00pm	Virtual