

WWMA Board of Directors Meeting 09/30/20 - Virtual

Call to order 10:32 a.m. by Scott Simmons

In attendance:

AK

AZ

CA

CO

ID

MT

NV

NM

OR

WA

WY

Scott Simmons called for a review of previous meeting minutes.

Mahesh Albuquerque – Gave Treasurer’s report. The WWMA is financially sound. Balances are Wells Fargo \$28,533.45; Bank of America \$15,136.40 with a total cash balance of \$43,669.85. Due to COVID-19 Mahesh has been unable to meet with Dr. Green to transfer money from Bank of America to Wells Fargo. The total cost of the Park City conference came in just under \$30,000.00. This year’s meeting generated approximately \$8,100.00 from 81 membership renewals, with no expenses, leaving the WWMA strong.

Old Business:

Kurt Floren – Inquired about the funds earmarked for the **Associate Member Committee (AMC)** and Retirees. Mahesh noted that there are two CD’s for those funds; AMC balance is \$10,575.00 and Retirees balance is \$2,800.00. Kurt asked if those funds were restricted in use or could some of the AMC money be used for training. Mahesh said that the decision would have to be made by the AMC and we could reach out to them and inquire. Kurt would like to see this pursued. Mahesh noted that the AMC money was secured in a CD since the WWMA finances were so solid.

Steve Harrington – Asked if Ray Johnson had given consideration to hosting the conference in 2024. Ray said that New Mexico was still open to hosting in 2024 and they would possibly choose Albuquerque for the location.

Steve Harrington – Asked if the Board saw a need to form a committee to consider by-law changes to the form 15 submittal process. Scott Simmons asked Steve if he would be willing to chair the committee. Steve said he would submit a report to the Board for consideration and go from there.

New Business:

Scott Simmons – Addressed the open Board position that was vacated by John Young. He noted Kristin Macey had suggested David Aguayo as a possible replacement. Scott called for nominees. Kristin formally nominated David Aguayo. Steve Harrington seconded. Scott called for a voice vote. Nomination passed.

Scott Simmons – Addressed the following vacancies within the Associations Board – there is no state representative for Hawaii, the Ex-Officio Director, and finally the Associate Member Director. Mahesh thought the Associate representative had been Bob from Seraphin and that Remy Cono might be a good candidate to fill the position. Steve Harrington suggested Bob Wiese might be interested as well. Scott Simmons said he would follow up.

There was further discussion regarding the Associate Member committee position. Steve Harrington noted that he had not filled the position last year. Scott clarified with the Board that the AMC position was to help fill associate roles on technical committees. Steve noted that that position would have control of the AMC funds. Scott said he would reach out to the associate membership in regards to filling the position.

Tim Elliot – Has discovered that the city of Seattle would not have a participating member in the WWMA due to financial constraints.

Kevin Merrit – Asked if anyone was familiar with the status of the Navajo Nation. Kevin Allen replied that they have no current Director and their only inspector had passed away. Kevin Allen's jurisdiction was trying to assist them. Kevin Allen later updated the Board that he had been in communication with the Navajo Nation and reported that they have named a new Director and have hired an inspector.

Scott Simmons – Noted that the by-law changes adopted Monday were temporary and will sunset. He called for volunteers to form a committee to explore options for addressing future pandemic type events. Kurt Floren, Steve Harrington, Tim Elliot, and Garrett Brown volunteered to serve on the committee.

Steve Harrington – Inquired if there was a membership list available to the association. Scott Simmons has a spreadsheet comprised of California members as provided by Kristin Macey and he accessed the rest of the list on the WWMA website. Steve asked if the list seemed complete, did it include member renewal dates, and was someone updating the list. Scott said he now has administrative privileges and is working on ensuring that the President Elect will have current, updated information. Steve

suggested it might be good practice to assign a person to oversee long term management of the database. Mahesh Albuquerque noted that access is done through the software Wild Apricot and he has the ability to add administrators.

Steve Harrington – When the Board changed membership dues from \$25.00 to \$100.00 was there a record of that change? And was it done in a Board of Directors Meeting? Scott Simmons asked what determines the amount of the dues. According to Steve the Director generally sets the amount based on meeting costs. Mahesh said the Board set the dues to \$100.00 in July 2020 based on expected expenditures. Scott asked if there needed to be a change going forward. Mahesh said that it should be revisited for the coming year with a possible reduction in dues based on anticipated conference fees for Golden. Steve pointed out that lower dues may encourage membership in general as not all attend the conferences. Cadence added that many states budget fees differently than from conference registration costs. Tim Elliot suggested a conference registration discount to members by applying their membership fees to the registration fee. Kirk Floren added that if membership dues are flexible, keep registration cost close to anticipated conference cost, and then use membership fees to cover the gap in conference costs. Mahesh pointed out that this years' \$100.00 membership fee also included the conference making it a good value. That being said he understands that currently most state budgets are tight so a lower membership fee might be a prudent decision. He also reminded the Board that \$8,100.00 income from this conference left the association financially strong. Scott asked if action needed to be taken at this time. Steve feels that Mahesh would need to assess the need. Mahesh said he will be looking at the expenses for the upcoming conference. Scott pointed out that there was a total of 100 members and only 80 attended the conference. Kirk suggested that they could split the difference and set the membership price at \$75.00. Tim Lloyd feels lower membership fees might encourage more associate members. Scott asked if there was a call for a motion. Hearing none he tabled the issue for the next Board meeting.

Steve Harrington – Does the association still pay a compensation to the Secretary? Mahesh responded that the association does reimburse his travel expense. Steve thanked Mahesh for his service and inquired if the position should be changed on a routine basis. Scott said that the Nominating Committee could address that. Steve asked if that would be handled during the business meeting. Kirk confirmed that the by-laws required a member confirmation for the position. Mahesh said he would welcome a change if the Board would like to consider it and that he would give plenty of transition time.

Steve Harrington – Wished to address the risk of meeting cancellations. How do we mitigate cancellation penalties? Are we carefully vetting contracts and should we consider some type of insurance? Tim Lloyd stated that currently that type of insurance is difficult to obtain because of the pandemic. The best bet is to carefully negotiate cancellation policies as part of the contract. Kevin Allen suggested that most contracts will waive fees if you re-book. Also, often times local visitor bureaus can help with

bookings. Mahesh confirmed that bookings are made in the association's name so that host states are not liable for penalties.

Round Table:

Scott Simmons called for program updates.

Tim Lloyd – Brent Ricks is their new weights and measures program manager.

Ray Johnson – They will be installing a new division assistant director.

Scott Simmons closed with a note a gratitude to the Board at 11:47 a.m.