

WCIECA Board of Directors

Location: Rancho Cordova, CA.

Date: November 4, 2014 (6:00 p.m. – 10:00 p.m.)



Draft Meeting Minutes

Minutes Distributed: 11/14/14

Approval: 11/20/14

1. Social/Dine/Welcome/Polo-shirt Presentation to New Board Members/Attendance

The President Doug Dowden called the meeting of the WC-IECA board to order at 7:00 p.m. with all the board members in attendance.

Present:

Doug Dowden	President & Director
Jeanne Duarte	Administrative Vice President & Director
Chris Marr	Technical Vice President & Director
Peter McRae	Treasurer & Director
Jane Ledford	Secretary & Director
Jeff Endicott	Director
Tyler Palmer	Director
Greg Naffz	Director
Dwight Blackburn	Director
Cyndi Brinkhurst	Administrative Assistant

2. Membership/Chapter Portal

WCIECA currently has 395 members, which is a decline from the 647 members that were recorded at the end of 2008. All the board members submitted signed portal agreements and Cyndi reviewed how to use the chapter portal. **Action:** To garner new members, non-members who attended the Drought Symposium are to be contacted by the board, within 2 weeks of the event.

3. Finances

Peter McRae reviewed the financial report showing net assets of \$57,456.44. The treasurer's report was approved.

4. Goal Setting

Jeanne Duarte reviewed the draft goals document and received input from the board. Each board member is asked to review the document and submit final changes to her, for subsequent email approval.

5. Committee Appointments

Committee members and responsibilities were reviewed and the new board members volunteered for committees. The following committee chairs were designated, as indicated in the following bullets (the corresponding committee members' names are provided in parentheses):

- Chapter Communications – Doug Dowden (Peter McRae, Anne Power)
- Conference Committee – Jeanne Duarte (Doug Dowden, Tyler Palmer)
- Contractor Liaison – Tyler Palmer (Dwight Blackburn)
- Education – Jeff Endicott (Jeanne Duarte, Peter McRae, Erika Horn)
- Inter-Organization Liaison – Jane Ledford (Jeff Endicott)
- Intra-Chapter Activities – Greg Naffz (Peter McRae, Chris Marr). This committee may expand its scope of activities to include inter-chapter activities.
- Membership – Chris Marr (ALL board members)
- Sister Chapter Liaison – Julie Etra, Craig Benson
- President's Council, IECA HQ Liaison – Doug Dowden (Peter McRae)
- IECA Government Relations – Chris Marr (Jeanne Duarte, Doug Dowden)
- Manufacturers Liaison – Chris Marr (Tyler Palmer, Greg Naffz)
- Member Recognition Committee – Jeanne Duarte (Tyler Palmer, Richard Dunbar, Doug Dowden, Jane Ledford)

Action: A board member needs to be on each committee. The board members are tasked with finding new WCIECA members by actively pursuing their peers, contacts, etc.

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6. Events

CURRENT

- Sacramento – *Drought Symposium*, Wednesday, November 5, Rancho Cordova City Hall. The expected attendance and logistics of the event were discussed and duties were assigned. Each attendee received a free USB drive. A link to the presentations will be provided in a follow-up thank you email. A survey will be included in this communication. This link will be provided to non-attendees.

7. EC'15 Portland, February 15-18, 2015

- University Partners – Two students from Shasta State College have each received a \$250 travel scholarship. One has informed us they are unable to attend. **Action:** Motion passed to extend the \$250 scholarship to the Chapter's scholarship winner (Jeffrey Ortiz), upon approval of IECA.
- Committee/Board/Chapter Meetings
 - Saturday, 2/14/15 8:00 a.m. - 5:00 p.m.: IECA Board of Directors Meeting
 - Monday, 2/16/15 5:00 p.m. - 6:00 p.m.: [Chapter Meetings](#)
- Chapter Activity – Jeanne Duarte proposes a fun annual general membership meeting and a social event at the Conference Center. **Action:** A motion passed to allocate \$500 for this social.

8. IECA Liaison Report – Laura Clark

- Awards deadline has been extended: <http://www.ieca.org/conference/awards/submit/awardentry.asp>
- Requesting photos from the chapter to have included in a video montage at the conference. Please send them directly to Laura: laura@ieca.org.
- IECA launches *IECA on Location*: <http://www.ieca.org/resources/Documents/PR102714.asp>
- EC Scholarship: <http://www.ieca.org/Conference/annual/scholarship.asp>

9. Scholarship

Action: Motion passed to offer a \$1000 scholarship in 2015.

10. Partners for Excellence

Action: Cyndi and Jeanne will submit the points sheet before the December deadline.

11. Chapter Communications – An *Eblast* deadline was set for December 12. Topics were discussed and assigned.

12. Committee Reports

- Inter-Organization Liaison – Jane Ledford is in the process of sending letters to organizations having common goals as the WCIECA with the hopes of mutual collaboration and partnership in educational events. Member Recognition Committee – Jeanne Duarte discussed implementing awards within the Chapter, which would automatically be nominations for the IECA awards.

13. Next Meeting

WCIECA General Membership Meeting

- Monday February 16, 5– 6 p.m., Room A103/104 Oregon Convention Center, Portland, Oregon.

2015 Board of Directors Meetings

- Feb. 10 via conference call from 9 a.m.–12 p.m.
- May 12 via conference call from 9 a.m.–12 p.m.
- September 15 (time date and location to be determined)
- November 10 via conference call from 9 a.m.–12 p.m.

14. Adjourn – Meeting adjourned by the President Doug Dowden at 9:15 p.m.