

# WCIECA Board of Directors

Location: Conference Call

Date: May 31, 2016

Time: 10:00 a.m. – 12:00 p.m.



## Meeting Minutes

Minutes Prepared: 05/31/16

Distributed: 06/07/16

Approved: 10/25/2016

### 1. Call to Order

The president called the meeting of the WC-IECA board to order at 10:01 a.m. when a quorum of directors was present.

### 2. Roll Call

#### Present:

Jeff Endicott	President & Director
Jane Ledford	Secretary & Director
Dwight Blackburn	Director
Julie Etra	Director
Chris Marr	Director
Tyler Palmer	Director
Cyndi Brinkhurst	Administrative Assistant

#### Directors Not Present:

Jeanne Duarte	Administrative VP, Treasurer & Director
Pablo Garcia-Chevesich	Technical VP & Director
Greg Naffz	Director

#### Guests Present:

None

### 3. Changes or Additions to the Agenda—President Endicott

a. None

### 4. Special Announcements—President Endicott

a. Laura Clark resigned.

### 5. Approval of Minutes – Secretary Ledford

- Review of the Minutes of the March 29, 2015 Meeting
- Approval of the March 29, 2015 Meeting - Julie Etra made a motion to approve the amended minutes. Chris Marr seconded motion; motion passed.

### 6. Approval of Financial Report – Treasurer and Administrative VP Duarte

- Jeanne Duarte was not present but a copy of the financial information was distributed to the board members via an email attachment.
- Work is being done to get QuickBooks up to date. This may be done by the end of the year.
- The financial report was accepted as informational with no objections.

### 7. IECA Region 1 Liaison Report—Georgina Zynda, IECA Customer Service/Chapter Liaison

a. Georgina was not present to give a report.

### 8. Chapter Presidents and Region 1 Teleconference Meeting Report—Treasurer and Administrative Vice President Duarte

- Jeff was not able to attend so Jeanne attended.
- Focused on realigning chapters around EPA boundaries.
- Want to form informal group for training.

**9. BMP Summit—Post Event Report—Chapter Administrator Brinkhurst**

- a. Summary Observations
  - One hundred and three attendees, thirteen exhibitors attended the conference, with about forty at mixer. Approximately fifty other last minute requests were added to a wait list because the budgeted limit was achieved.
  - John did a great job but juggled a lot, so in the future others would have to play more of a role in organization and during the workshop.
  - Four new members.
- b. WCIECA Participation Networking and exhibitor registration
- c. Participant Feedback
  - Individual Attendees – Survey Monkey responses were overall good.
  - Vendor Sponsors – Showcase Exhibitors were Earthsavers Erosion Control, Filtrexx, FINN, Profile Products, Triangular Silt Dike, Hydro Straw, RoLanka; Indoor exhibitors included Sustane, Telfer Pavement Technologies, CISEC, Advanced Drainage Systems, SWAG, and WCIECA
- d. Financial Summary
  - Gross Revenues \$6,175.00
  - Costs \$2,356.88 (labor \$2,041.88, expenses \$100.00 mixer food, mileage \$215.00)
  - Net Revenues \$3,800
- e. Participation in Future Summits
  - The Chapter to take a bigger role in planning, speakers, or equipment operation and have a defined role beyond vendor coordination.

**10. Chapter Scholarship—Status Report—Chapter Administrator Brinkhurst**

- a. Schedule
  - Applications are due July 1 and awarded by August 15
- b. Promotion
  - Sent to schools
- c. Number Received to Date
  - None

**11. Chapter Elections—Chapter Administrator Brinkhurst**

- a. Positions Up for Election
  - President & Director (Jeff)
  - Two Directors (Chris & Greg)
- b. Candidate Requirements
  - Member for 1 year and in good standing
- c. Nomination Process
- d. Schedule
  - June 3 – Send an email to membership nominations are open and are being accepted
  - June 10 and on – Advise Nominees to Provide Candidacy Statements
  - June 24 – Candidacy Statements Due
  - July 8 – Election Opens
  - July 29 – Election Closes
- e. Nominations
  - Can self-nominate

**12. Education Committee—Director and Committee Chair Ledford**

- a. Next Event – Southern California in August or October
  - Topic
    - Field & Classroom Training on Site
    - Most likely in Carlsbad

- All agreed that Industrial is difficult, has workshops, and there is no market for it.
- Leaders – Jane Ledford & Jason Dorney

b. Future Events

- Arizona, Hawaii, Nevada
  - Hawaii has interested people. Lots of utility erosion as well.
  - Arizona needs dust control. Chris will research.

**13. Chapter Newsletter—President Endicott and Chapter Administrator Brinkhurst**

a. Date of Next Edition

- July 8-12

b. Content/Topics of Interest

- Review of Pablo’s book
- Candidate Statements
- BMP Summit Summary
- Peer Articles

c. Assignments

- Julie—Pablo’s book review
- Jason—Post Construction

d. Article Due Date

- July 1

**14. Chapter Policy and Procedure Discussion—President Endicott**

a. Request received from an IECA member

- Use of Chapter mailing list for distribution of education event flyers for members and other organizations

b. Member perspective – pros and cons

c. Do we allow?

- Paid Advertisement

d. Who can use the service?

- Members and Non-Members

e. Allowable content?

f. Prohibited content?

g. Who decides?

h. Cost recovery?

- Member Rate vs Non-Member Rate

i. Jeff will write a policy to be ratified.

**15. Next Meeting Dates--All**

a. September

- In Person—Monday, September 26, 2016
- Teleconference—Tuesday, September 27, 2016

b. December

- Teleconference—Tuesday, December 6, 2016, 10:00 am to 12:00 pm

**16. Adjourn**

Meeting adjourned by the President Jeff Endicott at 11:47pm.

- No motion was made to adjourn.

Respectfully submitted by,  
Jane Ledford, Secretary & Cyndi Brinkhurst, Administrative Assistant