

# WCIECA Board of Directors

**Location:** Conference Call

**Date:** September 12, 2017 (10:00 a.m. – 12:00 a.m.)



## Meeting Minutes

**Minutes Distributed:** 09/14/17

**Approval:** 11/14/2017

### 1. Call to Order

President Endicott called the WC-IECA board meeting to order at 10:01 a.m. with all directors present.

### 2. Roll Call

#### Present:

Jeff Endicott	President, Director
Jeanne Duarte	Administrative Vice President, Treasurer, Director
Chris Marr	Technical Vice President, Director
Danny Reynaga	Secretary, Director
Tyler Palmer	Director
Dwight Blackburn	Director
Ron Dietz	Director
Julie Etra	Director
Richard Dunbar	Director
Cyndi Brinkhurst	Administrative Assistant

#### Guests Present:

Georgina Zynda	IECA Liaison
Claudia Chambers	
Kym Kelley	

### 3. Announcements – None.

### 4. Review and Approval of Minutes

Director Etra moved to approve the Minutes of the July 26, 2017 Meeting taking into account Director Dietz' comments to remove past meeting dates; Director Dunbar seconded the motion. All approved.

### 5. Review and Approval of Financial Report

Treasurer Duarte reviewed the Profit and Loss Statement and Balance Sheet. IECA now pays the Chapter dues quarterly via check. Director Etra moved to accept the Profit and Loss Statement and Balance Sheet; Director Marr seconded the motion. All approved.

### 6. IECA Region 1 Liaison Report – Georgina Zynda

- The organization insurance quote process is still in progress.
- Partners for Excellence Program/Awards – Changes this year include a new activity period – November to December. The National Board will evaluate the submittals. Chapters have an opportunity to submit written nominations for their best programs. Three additional membership awards are available, with numbers pulled from headquarters database. November 20 is the deadline.
- Bylaws – current Chapter Bylaws will be compiled by the IECA. They were directed to download it from our website.
- Annual conference update – the details are now on the website. Our Chapter is host and members will be required at the welcome booth to attract new members. Director Duarte announced there will be a technical session geared toward contractors and she is looking for presenters on introductory topics like site compliance, dewatering, etc.
- Regions 1 has 2211 members to date. The Western Chapter currently has 357 members.

### 7. Event Report #1 – Reno Field Tour – Board members in attendance, the survey, and feedback agree the event was a profitable, well done, well attended, with enthusiastic attendees and a great closing dinner. The Board thanked the organizers and Kelly Erosion Control for hosting.

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### 8. Event Report #2 – Making Waves, International Reception at EC-18 in Long Beach

- a. President Endicott reported the contract is signed and a down payment was given.
- b. The Conference Committee will meet next week to continue planning
- c. Set attendance fee structure
  - The board discussed the potential profit, losses, benefits to our members and the potential to gain new members.
  - Director Duarte motioned to move ahead for 100 attendees at \$75 for early bird registration (increasing to \$100 later). The motion was seconded by Director Etra and it passed.

### 9. Future Events – General Discussion

- a. December 2017 – Two Day Master Erosion Control Class – Southern California. Mike Harding is looking for a venue. Director Etra will assist with class. WCIECA will be a cosponsor and help to advertise the event.
- b. February 2018 – IECA Annual Conference in Long Beach, CA.
  - Scholarship Support – Director Marr motioned to fund up to four scholarships of \$500 each, restricted to Western Chapter area universities. Seconded by Director Dunbar; the motion passed.
- c. Summer 2018 – East Bay Event (Oakland to Sacramento Area)
- d. January – March 2019 Hawaii Event
- e. IA Chapter Conference – September 2018 Santiago, Chile

### 10. Election of Chapter Officers

- a. Vote for Officers or Approval of Slate of Officers. The Board responsibilities can be viewed at <http://www.wcieca.org/bylaws/>.
  - Director Etra nominated Jeff Endicott to be President.
  - Director Etra nominated Jeanne Duarte as Administrative Vice President.
  - Director Etra nominated Chris Marr as Technical Vice President.
  - Director Dunbar nominated Danny Reynaga as Secretary.
  - Director Jeanne Duarte volunteered to continue as Treasurer.

Director Duarte motioned for the above slate of officers to be instituted as there were no objections. The motion was seconded by Director Etra and the motion passed.

### 11. Chapter Newsletter & Member Communications

- a. Article Due Date September 26
- b. Content / Topics of Interest
  - President's Message – Jeff Endicott
  - Election Results – Admin
  - New Board Member Profile – Richard Dunbar
  - Project Reviews – possibly Lynn Freisner with Earthsavers and Danny Reynaga
  - Save the Date/Class Preview – Mike Harding
  - Oct. 21 Envirocert Honorees/Chapter Members
  - Long Beach Flyer – Admin
  - Reno Review with photos – Julie Etra
  - Awards of Excellence – Encourage chapter members to nominate – Jeanne
  - Contractor Highlight – Tyler Palmer

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12. **Special Recognitions** – President Endicott suggested special recognition be given at the Long Beach Reception. The guidelines and discussions for receivership and mementos will continue.
  - a. IECA awards – Director Etra requested the Board nominate Kelly Erosion Control (as either Professional or Sustained Contributor). She will draft the nomination and provide it to the Board for approval. Jeanne will be excused from the development of the nomination as she is on the awarding committee.
  
13. **Next Meeting Dates**
  - a. Tuesday, November 14, 2017, 10:00 am to 12:00 noon, teleconference
  - b. Tuesday, January 9, 2018, 10:00 am to 12:00 noon, teleconference
  - c. Sunday, February 11, 2018, 5:00 pm to 11:300 pm, Long Beach, CA. The Board will meet to help with preparations and take down.
  - d. Monday, February 12, 2018, 5:00 pm to 6:00 pm, Chapter Meeting in Long Beach at EC'18
  
14. **Adjourn**

President Endicott adjourned the board meeting at 11:32 a.m.

Minutes respectfully submitted by,

**Cyndi Brinkhurst - Administrative Assistant**