



2010-2011 BOARD OF DIRECTORS MEETING AGENDA

Meeting: PNW IECA Board of Directors Meeting #9 Minutes
Date/Time: Friday August 5th, 2011, 12:00-1:00pm PST
Location: Teleconference - 1 877 234 4610 – 2277845 #
Attendees: James Kay, Sam Lamont, Chris Ott, Jolyn Hollingsworth, Robin Cook, Russ Patton
Distribution: Attendees & Alex Zimmerman, Carol Davis, Nancy Nething

Item	Action	Due
1. <u>Call Meeting to Order</u>		
2. <u>Review of Minutes of Meeting</u>		
a) Approval – moved by Sam, second by Robin – Carried		ASAP
3. <u>Additions to/Adoption of Agenda for Meeting #10</u>	INFO	-
4. <u>Action Log – Outstanding Items</u>		
a) Flocculant Webinar – refer to Alex to see if can be presented, video'd, YouTube'd	AZ	ASAP
b) Newsletter – Fall'11 Upcoming – Call for Content – out in Late July/August – James	JK	August
c) Refine bylaws and circulate for final approval – James to take on...	JK	August
d) Elections – Supposed to be in August, but need to generate some interest first. Let's put call for nominations out w. Newsletter, and plan dates this Fall for turnover at the conference.	JK	September
e) Partners for Excellence – needs to be prepared this winter – James to start in September	JK	September
f) Find accountant to audit books at end of calendar year – December/Jan	CD	December
g) Director Insurance – Quote	CD	December
5. <u>Treasurers' Report</u>		
a) Financials Attached - \$XX.XXX in Bank - Nothing since July 10		
b) Conference budget - \$5,100 cost, based on 35 attendees @ \$99, 12 exhibitors @ \$300		
6. <u>New Business</u>		
a) Conference Content - Simply doing CPESC and CESCL/CISEC, with keynote/panel discussion in the evening?		
- Roads maintenance program or CGSWP		
- 8 hrs classroom, 8 hrs field...ecology approved...field can recertify anyone expired within last 6 months...ideal 30 participants...groups of 5...can do 40...		
- Powerpoint/display board...Chris to work w. Thurston County – 2-3 week early	ALL	
- Ideally chapter provides product – get supplier support/exhibit in the field! H20 Truck! Porta-potties, food & beverage, tent? Seating? Bales...from hotel or in field? Muddy... SC: Silt Fence – wire & non, wattles, coir logs, climacover EC: Hydroseed, Blanket, Mats, Mulch, Woodstraw, straw net, soil amend, check dams		

Item	Action	Due
<ul style="list-style-type: none"> - Alex finalizing eligibility for CPESC instruction... - Field Thursday June 23...Classroom Friday – promote as ESC review as well... - Risk of impacting other instructors... - CESCL-WA ok with EPA, Corps, but not DOT AK - Carl Manconi, Sam, Alex + 3-4 others teach CESCL-AK - Need to clear w. AK stormwater steering committee - Chris to clear w. Charlene Bakeman – DOEcology 		
<p>b) Conference Marketing – Update website & registration page, marketing via e-mail blast, newsletter, website, and IECA promotion. Save the date e-mail in August. Direct calls to contractors. What about Daily Journal of commerce? Sam to contact EPA, Core of Engineers, DEQ, DOT</p> <ul style="list-style-type: none"> - Chris to contact local government agencies - Robin has customer list - Jolyn deals w. Hydroseeders...Spread the Word! - EventBrite – setup – to be updated...Russ - Typically - \$350/175 Recert: but price point is critical...Offer at \$99/course - Earlybird End - Raise to \$150 on November 1... - In kind contribution? Added value to be able to demo product! - Offer CPESC at \$175, \$75 more for the manual... 		
c) Newsletter & P4E Call for Content – Due December 9!	ALL	
d) CAC Conference call follow-up		ALL
7. <u>Next Meeting – Friday October 14, 12pm PST</u>		

NOTES: