



Together We Serve

Washington
Fire Administrative
Support



WFAS BOARD MEETING

Silverdale Beach Hotel - Silverdale, WA
Wednesday, May 6, 2009 - Thursday, May 7, 2009

General Business:

Chair Linda Larsen (Snohomish 26) called the meeting to order at 4:35 p.m.

Present:

Linda Larsen, Chair (Snohomish 26)
Lori Lord-Albrecht, Vice-Chair (Bothell)
Wendy Enyart, Secretary/Treasurer (Snohomish 26)
Linda Knowles, Western Representative (Cowlitz 5)
Venus Mollette, Western Representative (King 20)
Shannon Hill, Eastern Representative (Kittitas Valley)
Carol Kibler, Eastern Representative (Chelan 7)
Kathy Amaral, Conference Coordinator (Chelan 1)
Audrey Martin, Communications Coordinator (Kirkland Fire)
Christy Boiselle, Protocols Committee Coordinator (Yakima 12)

Absent:

Arlene Larson, Education Committee Coordinator (Woodinville)
Lisa Phillips, Communications Coordinator (Bothell)
Susan Wolf, Membership Coordinator (Vashon Island)

A quorum was established

Review and Adopt Meeting Minutes from March 26, 2009:

**Lori Lord-Albrecht made a motion and Shannon Hill seconded to approve the minutes as presented. Motion passed.

Review and Approval of Expenditures:

Linda Knowles made a motion and Lori Lord-Albrecht seconded to approve the following expenses. Motion passed.

\$96.22	Hospitality for conference
\$29.74	Chair Expense
\$180.00	Christy Boiselle expense for conference decorations
\$500.00	Yakima 12 expense for conference decorations
\$8,001.72	Silverdale Beach Hotel charges during conference

Review of Conference:

Discussion was held regarding the review of the conference critiques. Overall the critiques were good with only a few negative comments regarding the location. Tuesday's banquet went great and discussion was held to set up a reception time prior to the banquet for people to network.



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**Shannon Hill made a motion to table the meeting until Thursday morning at 9:00 a.m. and Linda Knowles seconded. Motion passed. Meeting tabled at 4:50 p.m.

Meeting called back to order by Chair Linda Larsen at 9:00 a.m. with Shannon Hill absent and Lucinda Lunstrom present.

Review on Conference (Continued):

\$1,004.00 brought in by the raffle and \$370.00 made in sales.

An educational idea brought forth to the group was to have another class on BARS. Some discussion took place stating this would be a good idea, especially for new people.

Three people signed up to help on committee's and Linda Larsen will contact them with the information on where their help is needed, such as membership and the patch board. They will be invited to the next board meeting in June. Linda Larsen will also contact Susan Wolf regarding these ideas. Discussion was held on a possible need to add information to the protocols on an explanation of each committee.

Discussion was held on sending a "thank you" letter to all conference attendee's for their participation at this year's conference and to include information regarding next year's conference. Wendy Enyart will work on this project.

2010 Conference:

Discussion was held on educational ideas for this conference included tentatively using Sharon Coburn for a half day and something motivational towards women using Rhonda Scharf or Fred Pryor. Also, discussed potentially adding a package next year to include the banquet on Tuesday night with classes on Wednesday.

2011 Conference:

Discussion was held on Spokane being picked as the destination for the 2011 conference and Ocean Shores for the 2012 conference at The Shilo. These were picked by a question on the critique sheets turned in.

Fall Workshop:

The Fall Workshop will be held on November 4th and a half day on November 5th at King County Fire District #20 with a potpourri of information such as Cobra, L & I, FMLA and Board of Volunteers information. Linda Knowles will write up information for the website.



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Committee Reports:

Communications

Discussion was held regarding some possible changes to the website including the ability to archive questions from the group to be able to refer back to at a later date. Mike Brown from the State wants to train some key people from all sections on the websites abilities; however the time frame has yet to be determined and with the changes going on in Olympia, will be on hold for now. Kathleen is now our contact in Olympia.

Need profiles information for the website from each of the board and committee members.

Also, discussed a need to have the section protocols on our website and each new member should get a copy when they sign up as well as some type of "welcome" from the membership.

There was a problem getting an article into the Chief's newsletter because of the notifications of when the article was due. In the future, Linda Larsen will have articles done in advance and it was discussed to do some type of conference wrap-up article for the next edition.

Historical

Carol Kibler asked for any pictures taken at the conference be sent to her via a disk so she can add to scrapbook and power point presentation.

Vendors

Lori Lord-Albrecht received the following donations for this year's conference: \$1,500.00 plus \$300.00 in gift certificates from Systems Design, \$400.00 from Enduris, and \$100.00 from Ganzer.

Board Calendar:

June 25, 2009	Board Meeting, Woodinville Fire, 10:00 a.m.
September 28 & 29, 2009	Retreat & Board Meeting, Enzian in Leavenworth
November 4, 2009	Board Meeting, King County #20 at dinner
November 5 & 6, 2009	Fall Workshop, King County #20
March 2010	Board Meeting
May 2010	Conference in Leavenworth

Meeting adjourned at 10:20 a.m.

Presented by,

Wendy Enyart
Secretary/Treasurer
WFAS