Puget Sound Chapter Board Meeting
August 4, 2017 Alki Bakery Cafe, Seattle

Attendees:
O Kevin Kajita (President)
O (Past-President)
X Robert Blakey (Treasurer)
X Todd Coburn, CHFM (Secretary)
X Stephen Wickline, CHFM (Pres. Elect)
X Rob Pewitt (PM)
O Tom Nance (PM)
X Jim Mead (PM)
O Mike Kimberlin (PM)
X Andrea Pina (Educ. Chair)
O Diane Munroe (PM)
X Mitchel Paul (PM)

X Nancy Brown (Assoc. Member)
O Oly Welke, (Assoc. Member)
O Doug Green (Assoc. Member)
O Chad Johnson (Assoc. Member Coord.)
O Tom Kelley (Member Coordinator)
X Bill Leak (Assoc. Member)
O Kyle Victor (Assoc. Member)
X Jennifer Dennerline (Assoc. Memb.)
O Ola Jarvegren (Associate Member)
O Jessica Weide (Associate Member)
O Tim Black (Assoc. Member)
X Kyra Hughes (Assoc. Member)
O Dave McCaughey (AM)
X Jackie Roethel (AM)
O Mike Fitch (AM)
O Anna Anderson (AM)
O John Kabigting (AM)
X Cylisa Brown (AM)
O Chris Herbert (AM)
O Craig Kuanoni (AM)
O Jeff Schultz (AM)
O Adam Chawes (AM)
X Jackie Davis (AM)
X Bo Kendall (AM)
X Kurt Kraft (AM)
X Sally Chen (AM)

Preliminary Discussion
• Steven Wickline (filling in for President Kajita) called the meeting to order at 8:05 am.
• The board welcomed guests, Associate Members Jackie Davis of Fisher Restoration, Bo Kendall of Seahurst Electric and Kurt Kraft of Seahurst Electric.
• July meetings minutes reviewed and approved with a correction (noted below)
Treasurer report
Robert Blakey reported the following:
- Checking account balance $67,036.44
- Savings account balance $22,033.74
- Net income so far this year $45,719.42
- State dues (approx. $21k have not been received yet)

Secretary report
- The minutes for July were passed out to the board members and approved, pending changes. Changes will be to the stated costs (deposit) for the Holiday Party.

Education Committee
- July 19 Webinar: Maintaining Aging Building Exteriors in the Pacific Northwest
  - 23 registrants, 15 logged in.
- November webinar (potential topic is Boiler maintenance)
- Education Committee meeting is to follow the board meeting.

15th Annual Golf Tournament (2017)
- August 10 @ Redmond Ridge. Wild West theme.
- Ready to go!
- Revenue to date is $46,500.
- Sponsorship sales are still not entirely sold out; there are a few left.
- Mega Putt to take place in the morning this time.

Charity Committee.
Holiday Party:
- The committee is estimating 100 attendees this year and a discussion about charging AMs $45 to attend because of the extra cost that is estimated.
- The party has traditionally been a “thank you” to everyone for the involvement and work they do for the chapter throughout the year
- Board decided to move forward with the party with no fees for AMs

Membership Committee
- Kevin did some data gathering about the area hospitals and the number of beds and the number of WSSHE members. Projected them on a map. Found that the hospitals in the northern part of the area are not well represented along with some major facilities in the Seattle area.
- Kevin has been reaching out to Director level members of these hospitals to encourage participation and will work on formalizing membership committee meetings

Social Media Project
- Social Media committee had a meeting with Ben Myers to discuss various social media utilized by WSSHE and how to clean up and modernize the Website
- Ben will check with AMI to see if we are under any contract with a web designer of if we’re free to bid any desired changes out
- Ben will solicit for approval and assistance from other chapters at the next State Board meeting
Old Business

- Jim Mead will work on organizing WSSHE archives now that he is retired and doesn’t have anything else to do

Other/ New Business

- Discussion of each chapter of WSSHE sponsoring an event or meal during the Region 10 conference
- It was decided that this type of sponsorship should come from the State level, not chapter level

Meeting Adjourned at 8:54

The next scheduled membership meeting will be **8:00 am, Thursday Sept 7, 2017** at the Alki Bakery Cafe.

Minutes prepared by **Todd Coburn**.

Committees:

**Education**: Chair, Andrea Pina; Coordinator, Nancy Brown; David Bain; Tom Nance; Chris Moore, Stephen Wickline, Adam Chawes; Rob Pewitt; Bill Leak, Rob Rasmussen, Jessica Weide, Mike Kimberlin; Kyle Victor; Diane Munroe, Tim Black

**Golf**: Chair Mike Kimberlin; Coordinator, Jennifer Dennerline; Chris Herbert, Adam Chawes, Robert Blakey, Jim Mead, Rob Pewitt, Anna Anderson, Celisa Brown, Craig Kuanani

**Social Media**: Chair, Todd Coburn; Coordinator, Olwyn Lintecum; Jackie Roethel, John Kabigting, Celisa Brown, Chris Moore, Chad Johnson

**Membership**: Chair, Tom Nance; Coordinator, Tom Kelley; Chad Johnson, Bill Leak, Chris Herbert, Dave McCaughey, Stephen Wickline, Anna Anderson

**Charity**: Chair, Chris Moore; Coordinator, Kyra Hughes; Anna Anderson, Celisa Brown, Jackie Roethel

**W.A.M. Coordinator**: Chad Johnson