

WASHINGTON STATE LEADERSHIP BOARD

RECOGNIZING LEADERS. CULTIVATING LEADERSHIP.

Executive Committee Meeting Minutes

Thursday, February 2, 2023 | 10:30 AM – 11:30 AM

Tumwater Timberline
 Library Meeting Room
 7023 New Market St.
 Tumwater, WA 98501

ZOOM LIVESTREAM WEBINAR

Please click the link below to join the webinar:

<https://zoom.us/j/96031156049?pwd=TXloQnJPeUNQejRmZWxDa05uYW9PUT>

1. Welcome

- 10:32 AM
- President Dale Bright called the meeting to order.

2. Roll Call, Adoption of Agenda, and Meeting Minutes

Name	Title	Organization	Present
Voting Officers			
Dale Bright	President	WSLB	x
Colin Pierce	Vice-President	WSLB	x
Mary Cadera	Treasurer	WSLB	x
Conner Huey	Secretary	WSLB	x
Chester Baldwin	Committee Chair	WSLB	x
Cheryl Crow	Committee Chair	WSLB	x
John Shields	Committee Chair	WSLB	x
Olivia Sarriugarte	At Large	WSLB	x
Name	Title	Organization	Present
Staff			



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Audrey Baker	Director of Operations & Development	WSLB	x
Amy Ubungen	Director of Programing	WSLB	x
Claire Muehleisen	Administrative Assistant	WSLB	x
Guests			

- President Bright asked for a motion to adopt meeting agenda.
 - **Motion:** Cheryl Crow
 - **Second:** Olivia Sarriugarte
 - **No discussion.**
 - **Ayes have it, motion carries.**
- President Bright requested a motion to adopt meeting minutes from the Washington State Leadership Board (WSLB) Executive Committee meeting on December 1, 2022.
 - **Motion:** Chester Baldwin
 - **Second:** John Shields
 - **No discussion.**
 - **Ayes have it, motion carries.**

3. President's Remarks

- President Bright welcomed all Committee members.
- As Shannon McCann and Loren Cohen had more than three unexcused absences, they were removed from the WSLB as Directors, per Bylaws 2.4; "A Board member who has unexcused absences from three (3) consecutive board meetings may be removed by the President."
- President Bright reminded the Committee that the Day on the Hill was taking place on February 8, 2022, in Olympia, WA.

4. Treasurer's Report

- Mary Cadera, Treasurer, informed the Committee that the organization was in excellent financial health.
- Mary Cadera noted that the WSLB was over budget on the Compassion Scholars programming by roughly \$20,000. Due to the organization's financial health, this is not a concern as the organization did factor in funds for unforeseen expenses throughout the transition to a state agency.
- Mary Cadera noted that the WSLB's operational expenses had increased due to its new status as an Agency, however, the Agency does receive state funding to cover operational expenses.
- Mary Cadera concluded the report by reminding the Committee that the WSLB submitted a budget decision package.



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- Amy Ubungen, WSLB Staff, added that the Compassion Scholars program went over budget due to the new travel booking regulations that the WSLB must follow as an Agency.
- President Bright asked if increased travel costs were something the Agency could avoid or if this was something the WSLB would need to budget for in the future.
- Amy Ubungen replied that she had been working with DES Small Agency Financial Services (SAFS) Team to inquire on the reduction of future costs.

5. Business

- **Committee Recommendations**

- i. **Board Governance**

- President Bright asked Chester Baldwin, Chair of Board Governance Committee, to provide a report.
 - Chester Baldwin reported that the Board Governance Committee would like to present the amended Director and Officer term limits, as well as grammatical errors, within the WSLB Bylaws. Chester Baldwin asked for a motion to review the amendments to the WSLB Bylaws in the document labeled *2023 WSLB Amended and Restated Bylaws Draft*, as presented.
 - Cheryl Crow, Boundless Committee Chair, asked for clarification on the use of the word 'biannually' in the Bylaws when referring to elections and term limits.
 - Chester Baldwin explained that the intention of the amendment is to hold elections every other year, not twice a year.
 - Colin Pierce, Washington World Fellows Chair, recommended the WSLB change the wording to 'biennially' instead of 'biannually' to improve clarity.
 - Chester Baldwin asked for a motion to accept the *2023 WSLB Amended and Restated Bylaws Draft*, as well as an additional motion to suspend regular order of business pertaining to Article 10 of WSLB Bylaws and amend Bylaws, as presented.
 - **Motion:** Chester Baldwin
 - **Second:** Olivia Sarriugarte
 - **No discussion.**
 - **Ayes have it, motion carries.**
 - Chester Baldwin asked for a motion to appoint Olivia Sarriugarte as a member of the Compassion Scholars Committee.
 - **Motion:** Chester Baldwin



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- **Second:** Colin Pierce
- **No discussion.**
- **Ayes have it, motion carries.**
- Chester Baldwin asked for a motion to appoint Board member applicant, Andrea Ornelas as a non-voting member of the WSLB.
 - Chester Baldwin proceeded to give an overview of Andrea Ornelas. He noted that she is the Assistant Political Director for the Laborer's Union LiUNA 242. He also mentioned that she requested to be a part of the Compassion Scholars Committee as well as the Team S.A.M committee.
 - **Motion:** Chester Baldwin
 - **Second:** Mary Cadera
 - **Discussion:** President Bright added that he feels Andrea Ornelas will be a great addition to the WSLB.
 - Colin Pierce asked if Board members should actively recruit new board members year-round, or if there was a particular time of year that they should focus on recruitment.
 - Chester Baldwin clarified that the Agency is currently accepting applications year-round.
 - President Bright emphasized Chester Baldwin's statement and urged Board members to continue recruiting new members.
 - Audrey Baker, WSLB Staff, added that there was a Google form for Board member application. She concluded that she would, again, send out the application form to all Board members.
 - **Ayes have it, motion carries.**
- ii. **Boundless Washington/Team S.A.M.**
 - President Bright asked Cheryl Crow, Boundless Washington/Team S.A.M Committee Chair, to provide a report.
 - Cheryl Crow informed the Committee that Team S.A.M had received two new grant applications.
 - The applications were from the One Roof Foundation and the Northwest Association of Blind Athletes.
 - The One Roof Foundation is the philanthropic arm of the Seattle Kraken. They create access and opportunities into hockey and life for underserved and BIPOC youth and communities. They requested the maximum distribution of \$5,000.
 - The Northwest Association of Blind Athletes, an adaptive sports and youth development program for people with visual impairment. They also requested \$5,000.



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- Cheryl Crow motioned to accept the Team S.A.M grant applications for both One Roof Foundation and The Northwest Association of Blind Athletes.
- **Motion:** Cheryl Crow
- **Second:** Chester Baldwin
- **No discussion.**
- **Ayes have it, motion carries.**

iii. Compassion Scholars

- President Bright asked John Shields, Compassion Scholars Committee Chair, to provide a report.
 - John Shields reported that the current Compassion Scholars student cohort has met with the 2023 mentors. John Shields also added that the Committee recommends sending two staff members to accompany this year's Compassion Scholars delegation.
 - John Shields motioned to include WSLB Staff member, Claire Muehleisen, to the 2023 Compassion Scholars trip.
 - **Motion:** John Shields
 - **Second:** Colin Pierce
 - **No discussion.**
 - **Ayes have it, motion carries.**

iv. Executive Session

- Discussion regarding Executive Directorship.
- No vote taken.

v. Executive Committee Meeting Schedule

- President Bright asked for a motion to accept the Executive Committee Meeting Schedule, as presented:
 - May 3, 2023
 - August 2, 2023
 - November 1, 2023
 - **Motion:** Cheryl Crow
 - **Second:** Olivia Sarriugarte
 - **No discussion.**
 - **Ayes have it, motion carries.**

6. Public Comment

- No public comment.
- No good of the order.

7. Closing Remarks and Adjournment

- President Bright asked for a motion to adjourn.

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- **Motion:** Chester Baldwin
- **Second:** Olivia Sarriugarte
- **Meeting adjourned at 11:19 AM.**

Conner Huey

Conner Huey, WSLB Secretary

Dale Bright

Dale Bright, WSLB President

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