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## **WAML Agenda Executive Board Meeting September 24, 2021 (PDT)**

Call meeting to order: 1:00 PDT

Officers in attendance: Evan Thornberry (President), Katherine Strickland (Vice President), Matt Toro (Past President), Kevin Dyke (Secretary), Bruce Godfrey (Treasurer)

Other attendees:

Approval of Minutes from last meeting : [August 27](#)

### **Officer Reports & Check-In**

- President (Evan Thornberry)
  - Nothing other than agenda items
  - Throwing out the idea of moving conf to the spring
  - Kat suggests polling folks during this year's conference
- Vice President (Katherine Strickland)
  - Nothing other than conference planning
- Past President (Matt Toro)
- Secretary (Kevin Dyke)
  - Nothing
- Treasurer (Bruce Godfrey)
  - Conference reg and waml registrations \$ coming in

### **Actions approved over email by E-Board since August 28, 2021 E-Board meeting:**

- Purchase of 1 month subscription of gather.town and annual subscription of Kahoot for conference social events
  - **ACTION** Evan will work with Bruce to make the purchases



- **ACTION** Also, add cancellation reminder/process here for kahoot

## Appointed Position Reports (0 minutes)

- None

## Updates from task forces, committees, etc. (0 minutes)

- None requested
- Chrissy - just created blank page for next issue

## Old Business (40 minutes)

- WAML Branding
  - **Action:** Inventory of existing branding assets (Evan will generate a simple list of existing elements we have to work from)
- Appointed position reviews
  - **Action:** Matt will send a template to Evan (and eboard) who will distribute to current position holders.
  - **Action:** everyone take a look and give feedback (**suggestions or comments**) about the templates located [here](#). Matt will start a dedicated email thread for this topic. If we can get board approval over email, that will work, otherwise we can review/approve at a later e-board meeting.
    - We will ask current position holders to provide duties/tasks/responsibilities
    - Bruce asked how these will interplay with the policies/procedures?
      - Job descriptions ought to be most fluid, referred to by other more permanent docs.
    - Kat: There may be a few reasons to adjust policies/procedures a bit, but the job descs are more active
    - Matt: if anything, we could consider abstracting P/P to decouple from the nuts and bolts
  - **ACTION:** Evan will contact the current position holders and we will look to get feedback via the sounding board
  - Very long down the line action item - clean up vestigial positions/committees across WAML
- Conference update (Evan)
  - Registration
    - Git ur dot on the map



- Around a third of registrants so far have chosen the paid option
- Action: Kevin will investigate PayPal payment tagging to help filter things better (in concert with Bruce)
- Program
  - Need to tie the program to the individual talk/workshop/etc info on another page
- Speakers
  - Info going up soon
- Sponsors
  - One on board so far, hopefully a nudge will encourage more
- Chrissy has a cloth WAML banner from the 2019 Reno, so it exists!
- Gavel passing talk

## **New Business**

- Listserv discussion (Evan)
  - Good discussion, let's consider opening the listserv to anyone and further extending the membership plugin's capabilities for member2member communication

## **Next Meeting:**

- After conference week!

Meeting adjourned: 4:39pm

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