

CCINW Board Planning Meeting Notes
April 9, 2009
Red Lion Hotel, Sea-Tac

Attending: Thea Sand, Bryan O'Haleck, Matt O'Haleck, Jamie Lovell, Mike Elias
Absent: Sherman Guffy

9:00AM Call to Order – Thea Sand, President

Board Business

Lianna Collinge, Association Management, Inc., spoke to the Board about its responsibilities and the role of the Board

Suggested filling out supplied survey and have Board members sign an agreement that stipulates their responsibilities. Lianna will send us a copy of Conflicts of Interest form to use.

Filling the empty BOD positions is a top priority

Oregon Region Report

First regional meeting was held at Jondon Portland. It was attended by approximately 15 members with the topic being spotting techniques.

The second event was our annual Ronald McDonald House cleaning held March 20th. We had a good turn out of approximately 12 companies and 20 cleaners.

Membership Meetings

Discussion was held regarding the planning of Washington region membership/education meetings.

The Board agreed it is important to have monthly meetings on a regularly scheduled date.

Treasurer's Report

Using an Accrual reporting vs. our old cash reporting.
Board will move items out of storage to AMI by the end of April to save money.
Separate debit card for the account not needed.
Financials were reviewed.

Marketing Materials

A brochure is being developed to use for marketing CCINW to potential new members. The brochure was reviewed and changes requested. Thea will be sure it gets completed.

IICRC Report

Identified Tony Wheelwright as potential IICRC rep.
Meeting in Florida is 14-16th May.

Connections Report

Florida event only signed for 2009 not 2010.

Florida event is in May 14-16th

Other Business

Continued discussion of how to develop national partnerships

Action Items

1. Fill open board positions
2. Fill committee chairs; programs, membership chair
3. Add members (non-board) to committees
4. Continue to revise by laws
5. Develop Strategic Plans