

WSSRA EXECUTIVE BOARD HYBRID MEETING

ACTION ITEMS

November 15, 2023 – 9:30 am

WSSRA OFFICE

PO BOX 5127- 4726 Pacific Avenue

Lacey, Washington 98509

Approval of November 15, 2023, Executive Board Agenda

BD 11152023-01

On a motion by Linda Marler, it was **VOTED** to **APPROVE** the November 15, 2023, Agenda. **BD 11152023-01**

Approval of August 15, 2023, Executive Board Orientation Minutes

BD 11152023-02

On a motion by Paula Nichols, it was **VOTED** to **APPROVE** the August 15, 2023, Executive Board Orientation Minutes. **BD 11152023-02**

Approval of August 15, 2023 Executive Board Minutes

BD 11152023-03

On a motion by Patricia McGowan, it was **VOTED** to **APPROVE** the August 15, 2023, Executive Board Minutes with a friendly correction. **BD 11152023-03**

Approval of the 2023 IRS Annual Report

BD 11152023-04

On a motion by Cathy Stordeur, it was **VOTED** to **APPROVE** the IRS Annual Report as presented. **BD 11152023-04**

Establishment of the Ester Wilfong Legislative Advocacy Award

BD 11152023-05

On a motion by Kay Bishop, it was **VOTED** to **APPROVE** the establishment of the Ester Wilfong Legislative Advocacy Award. **BD 11152023-05**

Executive Director 2023-24 Goals

BD 11152023-06

On a motion by Paula Nichols, it was **VOTED** to **APPROVE** the Executive Director Goals as presented. **BD 11152023-06**

Executive Director Job Description Revision

BD 11152023-07

On a motion by Cathy Stordeur, it was **VOTED** to **APPROVE** the revised Executive Director Job Description as presented. **BD 11152023-07**

Executive Director Evaluation Form Revision

BD 11152023-08

On a motion by Paula Nichols, it was **VOTED** to **APPROVE** the revised Executive Director's Evaluation form. **BD 11152023-08**

WSSRA telephone service contract with Capital Business Machines

BD 11152023-09

On a motion by Kay Bishop, it was **VOTED** to **APPROVE** the bid for office telephone services presented by Capital Business Machines. **BD 11152023-09**

Policies and Procedures Article XXVI, Section 3 – Reimbursement Rates for Meals

BD 11152023-10

On a motion by Kay Bishop, it was **VOTED** to **APPROVE** Policies and Procedures Article XXVI, Section 3 to read: "Reimbursement rates for meals will be granted based on the following suggested limits: Breakfast \$18, Lunch \$20, Dinner \$36 – Receipts required. **BD 11152023-10**

Legislative Priorities

BD 11152023-11

On a motion by Patricia McGowan, it was approved to accept the WSSRA Legislative Priorities for the 2024 Legislative Session as presented. **BD 11152023-11**

Adjournment

BD 11152023-12

On a motion from Paula Nichols, it was **VOTED** to **ADJOURN** the November 15, 2023, Executive Board meeting at 11:58 am **BD 11152023-12**

NEXT WSSRA EXECUTIVE BOARD HYBRID MEETING

***February 14, 2024
9:00 am***

***WSSRA Lacey Office/ZOOM
PO BOX 5127 - 4726 Pacific Avenue
Lacey, Washington 98509***