

# WATOA Board Meeting MINUTES – APRIL 2015

Teleconference

April 8, 2015

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Attendance: Linda Seesz, Dea Drake, Alice Lawson, John Delay, Jon Funfar, Judy Devall, Mark Somers, Mike Connor, Chris Jaramillo

Absent: George Geyer, Megan Hutton, Jim Demmon, Randy Beehler

**Call to Order:** 2:09pm

**Approval of Minutes:** Minutes from March 11, 2015 Board meeting approved without change

## **Treasurer's Report:**

- I. *Final* financial report for month end Feb 27, 2015 has ending bank balance of \$11,873.16. Membership counts as of 2/27/2015 are: Agencies = 7, Associates= 1, Total Members = 21
- II. *Estimated* report for month end Mar 31, 2015 has *projected* ending bank balance is \$13,872.93. Membership counts as of 3/31/2015 are: Agencies = 23, Associates= 3, Total Members = 66
- III. WATOA has slightly exceeded our membership compared to 2014. If a renewal payment has not been received, Alice will send a reminder to the agency that was invoiced.

## **2015 Conference**

- I. *Hotel/Facility Issues*
  - i. Hotel room usage goal almost met, with 52 rooms already reserved. Breakfast on Thursday to be served at 8:30am sharp.
  - ii. In next conference reminder email, include a request for any dietary concerns to be sent to Chris *in advance* of the conference.
  - iii. AV equipment will be coordinated with Jon Funfar to see what items we can furnish ourselves.
- II. *Sessions*
  - i. Chris has agreement from Comcast, Wave, Frontier, and CenturyLink to send a representative for Providers Panel.
  - ii. Michael Bradley has agreed to speak on franchising panel. Chris to add him to hotel list as room WATOA will cover.
  - iii. At least 1-week out, speaker organizers (Chris, Alice, Megan, Dea) should make contact with their speakers to ensure they have no conference questions and understand the logistics of their panel.
- III. *Moderators:*
  - I. Assignments made to fill open moderator spots:

|                             |             |
|-----------------------------|-------------|
| <u>Social Media:</u>        | Mike Connor |
| <u>Cable Franchising:</u>   | Judy Devall |
| <u>Feds &amp; FCC:</u>      | Linda Seesz |
| <u>Community Broadband:</u> | John Delay  |
| <u>Code Yoga:</u>           | Dea Drake   |
| <u>View From Olympia:</u>   | Jon Funfar  |

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- II. Moderators are tasked with making panelist introductions (using bios provided by speakers for Program), monitoring speaker time to ensure session stays on scheduled, and managing the Q&A session.
- III. Alice will check with speakers for Legislative track session to determine speaker order and any AV needs they'll have.
- IV. *Conference Program*
  - i. Dea will re-create template for Conference Program using InDesign which is more common application and easier to update for next year.
  - ii. Moderator bios will not be included.
  - iii. All Program items (speaker bios, vendor ads) due by Wed 4/15.
  - iv. Linda to use Dropbox for sharing items needed for Program creation and printing.
- V. *Presidents Reception*
  - i. Board members reminded to serve as WATOA ambassadors at the event.
  - ii. Bus service to Benson Winery will have 2 trip departures, beginning at 5:45pm.
  - iii. Cost of bus doesn't include driver tip. Members encouraged to bring cash to help tip the driver.
  - iv. Event includes wine tasting, 2 drink tickets and appetizers.
- VI. *WATOA Chapter Meeting* to be held at conference 8:00am Thurs morning. Provide any agenda items to Linda by 4/22.
- VII. *Website advertising*: Linda will add speaker details to website conference events page and send another registration reminder pointing people to the site.

### Newsletter/Website:

- I. All articles, photos and new Board member bios due to Linda by Wed, 4/15.
- II. Newsletter will be distributed at Conference.

### Other Business:

Amicus Brief filing re: City of Eugene, OR v. Comcast

- I. Board approved WATOA support for City of Eugene in this matter (*approval via email*)
- II. Also approved to contribute up to \$1,000 to participate in a joint amicus brief filing in support of Eugene and ROW fees.
- III. Alice reported there currently is not sufficient group participation to fund a joint filing. WATOA has informed Eugene's attorney (Tim Lay) of our support and asked to be informed if a group filing does move forward.

Adjourned: 2:51 pm