



## Washington Association of Telecommunications Officers & Advisors

*A professional organization of individuals and organizations serving citizens in the development, regulation, and administration of cable television and other telecommunication systems.*

### **WATOA Board Meeting Minutes March 1, 2023 (February meeting)**

1. Call to Order – 2:02 PM
2. Roll Call of Officers

<b>WATOA Board Position</b>	<b>2021 Board Member</b>	<b>Present</b>	<b>Absent</b>
President	Jon Funfar, City of Pasco	x	
Vice-President	Chris Jaramillo, King County	x	
Board Secretary	Megan Hutton, Pierce County	x	
Treasurer	Alice Lawson, City of Seattle	x	
Regional Rep: District 1 (North & Puget)	Ben Skudlarek, City of Bellingham	x	
Regional Rep: District 2 (King)	Patti Belle, City of Kent		x
Regional Rep: District 3 (Puget & Coast)	George Geyer, Kitsap County	x	
Regional Rep: District 4 (Southwest)	Jim Demmon, City of Vancouver	x	
Regional Rep: District 5 (Rainier Valley)	Vacant		x
Regional Rep: District 6 (Central)	Ben Faubion, City of Ellensburg	x	
Regional Rep: District 7 (Northeast)	Jessica Fisher, City of Spokane	x	
Regional Rep: District 8 (Tri-Cities)	Vacant		x
Regional Rep: District 9 (At-Large)	Edgar Riebe, Seattle Public Schools	x	
Past-President	Jeff Lueders, City of Tacoma		x

3. Board members introduced themselves to new board members.
4. Approval of the agenda
  - a. Approved
5. Approval of minutes – 1/25/23
  - a. Change: Legal name of Treasurer and Board Chair must be on the minutes. Alice Lawson provided an amended version of the minutes to reflect the wording the bank needed for check signatures.
  - b. Motion as amended: Alice 2<sup>nd</sup>:Jim Approval: yes
  - c. Following up on missing minutes from December 14, 2022. The board determined none were taken in the absence of the secretary. No board actions were taken as it was the all-member meeting. Just report outs.
6. President's Report – Jon Funfar
  - a. Has been working on board vacancies
  - b. Reminder to register for the conference and reserve hotel room
7. Vice President's Report – Chris Jaramillo
  - a. Board retreat is confirmed for March 24 from 10 a-3 p in Ellensburg at Hal Homes Community Center. The expectation is this is an in-person event.
8. Secretary's Report – Megan Hutton
  - a. By laws work starts this summer
9. Treasurer's report – Alice Lawson
  - a. Previous balance
    - i. 12/31/22 - \$19,624.90

- b. New balance
  - i. 1/31/23 - \$21,669.90
  - ii. Lots of renewals are coming in now
  - iii. Ending year with 58% of agencies and 61% of memberships
- 10. Committee Reports
  - a. Conference Cmte
    - i. Chris has call with Castus to confirm them as sponsor for a smaller reception.
    - ii. Platinum sponsorship - Keycode
      - 1. Jon to contact Keycode about cost and vendor logistics. Megan to help with vendors on PEG panels.
    - iii. Presidents Reception
      - 1. Tagaris Winery – nearby but still requires bus. Huge patio, good size upper room. Budget was \$5500 last year for reception. [Event Spaces | mysite \(tagariswines.com\)](#)
      - 2. Best menu, space, and beautiful site
      - 3. How to pay? Don't accept checks. Deposit \$250. Reception budget set at \$6000.
      - 4. Board approval to cover transportation costs. Motion up to \$1500 to cover the bus transportation to and from the presidential reception for the conference
        - a. Chris motion, Ben 2<sup>nd</sup>, approved unanimously
      - 5. Board approval to: Cover registration fee and hotel for up to 7 national speakers (aprox \$2,700)
        - Allow guest speakers to register at \$100 vendor rate for up to 4 in-state speakers (\$300)
        - Allow industry speakers to register at \$175 member rate
          - a. Lice motion, George second, approved unanimously
    - iv. Rates: Registration \$175 mem/\$200 non-mem. \$100 vendor rate.
      - 1. Take a guest to reception \$25.
    - v. Alice Lawson showed the draft agenda for the conference. Most sessions and topics are locked in. Now looking for speakers and moderators.
    - vi. Welcome video – Edgar Riebe
      - 1. Chris J is going to send an example video from the Texas chapter
      - 2. Looking at content needed for our video. Consider filming testimonials at our Board Retreat if we need that. More to come.
  - b. Policy/Legal – Alice Lawson
    - i. Publicly owned entities working on broadband legislation together
      - 1. State Broadband map – the public groups are not going to challenge it
      - 2. State legislative session – lots of conversation about funding for broadband efforts, but little to no conversation about taking things away.
    - ii. How do we make sure broadband money coming in WA state in the future that it's under public ownership. Letter sent to State legislators and Broadband office. Responses showed good support.
  - c. Production – Jim Demmon
    - i. Conference sessions – in good shape for topics, working on speakers
  - d. Communications –
    - i. At board retreat, Jon will be asking board members to sign up for committees.
    - ii. Send cool video to Alice for WATOA website
  - e. Membership/Nominating
    - i. Patti Belle joined the board – welcome! – as the King County rep from City of Kent



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- ii. Need to fill two vacancies – Chris/Megan working to find people.
  - f. By Laws – Jeff/Megan/George
    - i. Start on this in summer
  - g. Brian Wilson Scholarship
    - i. None
- 11. Old Business
  - a. None
- 12. New Business
  - a. None
- 13. Good of the Order
- 14. Next Meeting – 4<sup>th</sup> Wednesday of every month (March 24 board retreat)
- 15. Adjournment – 2:56 pm
  - a. Motion George, Alice 2<sup>nd</sup>, approved.