



BOARD VOTE MEETING MINUTES

September 22, 2017 • 11:00 am–12:00 pm • Online via Zoom

Since some Board members weren't able to attend the meeting, Brianna and Kate suggested the Board use the entire hour to discuss. After the meeting, a Doodle poll can be used to conduct a vote online.

Bylaws

The major changes to the Bylaws include the following:

- Adjusted for the fiscal year change
 - Removed the 2014 fiscal year change because it never happened
- Adjusted for the election cycle change
- Took out extraneous details that belong in Policies and Procedures
- Suggested a change to voting board members
 - The Past President doesn't have a vote. It was suggested that to better utilize the position of Past President, the position should have a vote. To maintain tie-breaking balance, it was suggested that the PNLA Representative position could go from being a voting Board member to being a non-voting Board member, similar to the iSchool Representative position. The PNLA Representatives in Alaska and Alberta are not voting members.
- During the meeting, the following further edits to the Bylaws were suggested:
 - Article IV, Section 3 – Delete “A quorum for the WLA Board is a majority (six Board members)”
 - Add “in accordance with Washington state law...”
 - Article V, Section 4 - Take out “at-large” in “two board members at-large”
 - Article VI - Delete sentence: “All officers will maintain complete files and will, within one month of the official transfer of office, convey active files to the newly elected officer.”
 - This detail would belong in Policies and Procedures
 - Article VIII, Section 2 – Change to “ARTICLE IV” in “identified in ARTICLE VI”
 - Article VIII, Section 3c – In the last sentence, change “for a period of one year” to “for the remainder of the term of office”
 - Article IV – Delete unnecessary details about membership dues
 - Remove specificity of positions
 - The specific details can be added to Policies and Procedures
 - Use the term “Executive Director,” since it gives the most flexibility

Policies and Procedures

- The document has gone through Finance Committee and is now going to Board for approval.
- The major changes to the Policies and Procedures include the following:
 - Streamlined
 - Realigned for new fiscal year
 - Took out some unnecessary specific details
 - Changed Division and Section structure

- During the meeting, the following further edits to the Policies and Procedures were suggested:
 - Cash Disbursements, Item 5 – Delete “Because the Association must report on an accrual basis”
 - “Association Management” - make “management company” and “executive director” language consistent with the language in the Bylaws
 - Change “paid positions” to “Current contracts include,” “WLA may hire contractors,” or “Contracted services may include but are not limited to”
 - WLA does not have employees and does not directly pay the Executive Director directly
 - Membership Dues, Item 5 & Board and Other Position Reimbursements, Item 1 – “Bylaws” should not be hyphenated
 - Honoria for WLA Members - Change “Honoraria” to “honoraria”

Budget

- The Finance Committee is recommending that WLA passes this Budget.
- The format is simpler and easier to read than in previous years’ budgets.
- No further edits were suggested on the Budget.