**WSASEA Executive Board Meeting**

Thursday May 13, 2021 2:00pm – 2:30pm

Zoom

1. Call to Order
2. Welcome & Introductions
	* Board Members Present:
		+ President – Tisha Pasquinelli
		+ Past President – n/a
		+ President Elect – Rachel Lee
		+ Vice President – Martin Nunez
		+ Secretary – Jasmine Johnson
		+ Treasurer – Alyse Bradway
		+ Member at Large – Heidi Lindstrom
		+ Webmaster – n/a
3. Old Business
	* WSASEA Listserve:
		+ Gayle Dohrman (Webmaster) told Tisha Pasquinelli we can’t add people to listserve manually. Gayle will email the group who requested they be added to the listserve, the instructions on how to add themselves to the listserve
	* 2021 Spring Conference:
		+ To ensure conference materials get to the attendees in a timely manner, Tisha Pasquinelli will send them directly to conference attendees rather than use the listserve
		+ Conference notes from Rachel Lee:
			- Make sure that we're using the standardized WSASEA forms for everything including the agendas, etc.
			- Make sure that when we're presenting we're not just reading verbatim from what's already on text that people can read
4. Treasurer’s Report
	* Rainbow Lodge:
		+ Do we want to sign the contract for Rainbow Lodge for 2022 Spring Conference?
			- Decision – No
			- Determined that we will do another virtual conference for 2022
			- We will sign contract for Rainbow Lodge for 2023
				* Alyse Bradway to get contract signed for 2023 and will report back
	* There were no dues this year – so no ‘current’ member list as folks paying dues was how we determined who was a current member. Use Listserve instead.
5. Secretary’s Report
	* June 2021 WSASEA Executive Board Meeting:
		+ June meeting scheduled for June 2, 2021 2:-00pm-3:00pm
		+ Jasmine Johnson will confirm Zoom license and make sure folks can call in to future Zoom meetings and send out meeting request for June to board members
			- June Meeting Topics:
				* Go over 2021-2023 nominations
				* Go over new contract with Rainbow Lodge
				* Discuss 2021 Fall Town
				* Go over our duties – Tisha Pasquinelli has been doing many jobs of other board members
				* Dues next year?
6. New Business
	* 2021-2023 Executive Board Nominations (President Elect, Vice President, Treasurer)
		+ Discussed nominations forms, there are official WSASEA forms we need to use. One for odd years and one for even years
			- Rachel Lee to send Odd Year form to Tisha Pasquinelli
		+ Tisha Pasquinelli will send out nomination forms to members
			- Tisha Pasquinelli will figure out who our member list is – ask Gayle
		+ Determined deadline for returning nominations – May 31, 2021
		+ Bylaws state that Board Members do not have to pay dues
			- “The members of the Executive Board are exempt from paying dues during their active term of service on the Board though they may still choose to pay them.”
	* 2022 Spring Conference
		+ Think about speakers for next year – this year, 2021, was technical, next year more personal/professional development. We can choose whatever theme we want, but generally we do every other year them swap from technical/professional development
		+ Keep the virtual conference one day – positive feedback on Zoom break out rooms
	* 2021 Fall Town
		+ Determined it will be virtual again
	* National Student Employment Association (NSEA) Student Employment Essential Training (SEE Training)
		+ 2021 Virtual Training: June 7th & 9th
7. Other Business
	* For March 2022
		+ We need to contact the Governor and request that they make the proclamation to make April Student Employment Month
			- WSASEA President is supposed to do this
				* Send request to Governor in mid-March
			- See WSASEA Drobox for documentation regarding this/request template/previous year Proclamations etc.
8. Adjourn