**WSASEA Spring Annual Meeting Minutes**

Tuesday May 6th, 2014

10:50am – 11:30am

Rainbow Lodge Retreat Center

**Present:** WSASEA board and various members of WSASEA member institutions

**The president called the meeting to order 10:50am.**

Tommy, Vice President, opened the meeting with a brief explanation on procedures.

**Treasurer’s Report:** Kamara passed out the WSASEA financial statement and summarized the finances. There is a small typo at the top that Kamara will fix. Victoria moved to accept the Treasurer’s Report and Tommy seconded. The report was approved by the group with the one date correction.

**Secretary’s Report:** Danielle read the meeting minutes from the Fall Town Meeting. The minutes were approved by the group.

**Old Business**

* **Website** – the WSASEA website has been taken on as a project by a group of students at Columbia Basin College. The website was housed in an old system and was really hard to update. The students are trying to make it easier for the webmaster to update it and are making improvements to it. There is no firm timeline for completion.
* **Big Sister, Big Brother Program** – This program would help new members by pairing them with older members. There is general interest in this program by a show of hands, but not currently anyone who is interested in leading it. The board will continue to discuss this program.

**New Business**

* **Open Positions** – There are several open positions on board – all present were encourage to run for a board position.
* **Surveys** – The president briefly explained the importance of the conference surveys which are reviewed by the board at their meeting after the conference.

**Board Recognition:** Kamara explained the time that each board member volunteers in helping to facilitate the conference. She then presented each board member with a Starbucks gift card as a thank you.

**WSAC Recognition:** Tommy thanked Jeff & Marlena for all they do to help each school who participated in the State Work Study Program and especially for coming to the WSASEA Conference each year.

**Open Board Positions:** Various members read out loud to the group the summary for each open position (Member-at-Large, Secretary, & President-Elect). The job duties of each were also discussed.

**The meeting adjourned at 11:30am.**