



**WASHINGTON MATERIALS MANAGEMENT
AND
FINANCING AUTHORITY**

**Minutes
Regular Meeting of the Board of Directors
July 16, 2015**

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:30 a.m. pacific time on Thursday, July 16th, 2015 at the offices of Vann Ness Feldman PC, 719 Second Avenue, Suite 1150, Seattle, WA 98104.

Directors Present:

Mary Jacques, Lenovo
Gregg Chason, P & F USA, Inc.
Ken Lowe, VIZIO
Eric Gilbert, Acer America
Beth Johnson, Dell
Mark Dabek, RE-PC
Chipper Hervieux, Ecology
John Yeider, Apple

Also Present Were:

John Friedrich, WMMFA Executive Director

Directors Absent:

Susan St. Germain, Dept. of Community, Trade & Economic Development
Jane Kang, LG
Dan Phillips, 4th Dimension Computers and Technology
Dinah Rhee, Samsung
Ken Turner, Hewlett Packard

1. **Call to order – *Gregg Chason***

The meeting was called to order by Gregg Chason at 9:31 am.

2. **Approve minutes of the: May 21, 2015 regular meeting of the Board - *Gregg Chason***

Gregg asked the board members present if there were any corrections or additions to the recorded minutes of the last board meeting. There were no corrections, edits, or additions presented. On a motion by Ken Lowe, seconded by Beth Johnson the minutes of the May 21, 2015 meeting were approved.

3. **4th Quarter 2015 proposed budget – discussion and request for Board approval**

The Executive Director, John Friedrich, presented previously approved budgets for Q1, 2, and 3 2015 and discussed the actual expenses to date in comparison with last year's actual expenses to date and the budget to date and proposed 4th quarter budget. John explained the cost control efforts and results by each general line item and his goals for actual expenses 2015 and 2016. After a brief discussion on a motion by Gregg Chason, seconded by Mary Jacques the 4th quarter budget was approved by all board members present at the meeting.

4. **Report on Year to date 2015 operational and financial results – John Friedrich**

- Pounds by CEP totals
- Financial reports
- Unpaid past due manufacturer's invoices to date
- Cost trends

John compared pounds collected to date with last year's totals and YTD and provided his observations for why there was a slight variance. John discussed recent administrative cost control savings and the current environment for processing and collection costs. John identified and discussed an outstanding manufacturer's invoice that we have not collected yet. There was a lengthy discussion about the past due invoice collections process and next steps for collection. Chipper advised that she would get with Miles Kuntz and see about the timeline for enforcement under the law.

5. **Legislative update –**

John Friedrich advised the board that there was more legislative discussion about E-cycle this year (2014-2015) than in the past several years. Proposals included adding additional products to product scope, clarifying curbside rules and operations, and changing the WMMFA board composition. John said that there were no proposals in currently active committees. There was a discussion among the board about some possible issues, problems, and potential responses to proposed legislation in relation to these items.

6. **Annual “in person” meeting dates and topics - itinerary review – general discussion**

John had issued an itinerary for the annual “in person” board meeting to be held 23rd and 24th 2015 and asked for suggestions for agenda items. After a discussion about the timing and venue and a few potential topics for the meeting John reminded the board members that they could send e-mail suggestions over the next several weeks if there were any topics or issues members feel need to be discussed or revisited

7. **Matters to discuss at future meetings**

None referenced

The meeting was adjourned at 9:54 am