

# WASHINGTON MATERIALS MANAGEMENT AND FINANCING AUTHORITY

## Minutes Regular Meeting of the Board of Directors January 16, 2014

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:31 a.m. pacific time on Thursday, January 16th, 2014 at the offices of Van Ness Feldman in Seattle, Washington.

### Directors Present:

Gregg Chason, P & F USA, Inc.  
Erik Stromquist, CTL  
Mary Jacques, Lenovo  
Ken Lowe, VIZIO  
Ken Turner, Hewlett Packard  
John Yeider, Apple  
Meggan Ehret, Thomson, Inc.  
Beth Johnson, Dell  
Chipper Hervieux, Ecology  
Mark Dabek, RE-PC  
Dinah Rhee, Samsung  
Dan Phillips, 4th Dimension Computers and Technology

### Also Present Were:

John Friedrich, WMMFA Executive Director

### Directors Absent:

Susan St. Germain, Dept. of Community, Trade & Economic Development

#### **1. Call to order**

Gregg Chason called the meeting to order at 9:31 am

#### **2. Approve minutes of the: November 21st, 2013 regular meeting of the Board**

Gregg asked board members if there were any objections or edits necessary to the minutes of the November 21, 2013 meeting. None expressed. On a motion by Mary Jacques, seconded by Ken Lowe the November minutes were approved unanimously by a vote of 10-0 (Dinah Rhee of Samsung called in at approximately 9:35 am)

#### **3. 2014 Q2 proposed budget and revised annual projections**

The Executive Director presented a revised Q2 2014 and annual 2014 budget using estimates based on recent negotiations with WMMFA service providers. The board discussed among themselves and with the

Executive Director the possibilities of reviewing line item expenses and exploring alternatives within our discretionary expense items. There were comments as to the success of the program to date with some ideas as to how to attract or target future volumes by type of covered electronic product. The Executive Director agreed to explore options and report back to the board over the course of the next several meetings. On a motion by Gregg Chason, seconded by Mary Jacques the 2<sup>nd</sup> quarter 2014 budget as proposed by the executive director was approved unanimously by the board members present.

**4. Board member director nominees - via term renewals specified in bylaws**

|                  |                        |
|------------------|------------------------|
| Chairperson      | Mary Jacques - Lenovo  |
| Vice Chairperson | Beth Johnson - Dell    |
| Secretary        | Gregg Chason - P&F USA |
| Treasurer        | Meggan Ehret - Thomson |
| Member at Large  | John Yeider - Apple    |

Per WMMFA bylaws elections for the 5 director positions listed above are held annually. Nominees for these positions were solicited from existing board members with final nominees as shown above. On a motion by Ken Turner seconded by Mark Dabek - Mary Jacques was elected as chairperson by a vote of 11-0. On a motion by Mary Jacques seconded by Dan Phillips - Beth Johnson was elected as Vice Chairperson by a vote of 11-0. On a motion by Ken Lowe seconded by Beth Johnson – Gregg Chason was elected to the position of Secretary by a vote of 11-0. On a motion by Mary Jacques seconded by Gregg Chason - Meggan Ehret was elected to the position of Treasurer by a vote of 11-0. On a motion by Gregg Chason seconded by Ken Lowe, John Yeider was elected to the position of member at large by a vote of 11-0. John Friedrich reminded the board that the effective date of these positions was the next regularly scheduled board meeting of March 20, 2014.

**5. WMMFA Executive Director annual performance**

The Executive Director summarized his performance per the 2013 management KPI (Key Performance indicators) as provided at the previous board meeting. The director commented that full year audited financial statements would not be available until mid-2014. KPI performance was reviewed with some discussion to materials collection types, outreach, service provider negotiations and overall program effectiveness, compliance, and cost. Mary Jacques presented, to board members present, a contract and compensation plan to renew the Executive Directors contract and compensation with the WMMFA. On a motion by Mary Jacques seconded by Beth Johnson the proposed plan was approved on a unanimous vote of 11-0

**6. Report on December and annual 2013 operational and financial results**

Pounds by CEP totals, financial reports YTD, and a summary of unpaid manufacturer invoices was presented to the board. Board members discussed the high level of manufacturer participation via paid invoices and the volume of CEP's to date.

**7. CRT Glass disposition update**

The Executive Director advised Board members that the options for CRT glass remained the same as the last reported (November 2013).

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

Annual "in person" meeting dates and venue

Adjourn meeting at 10:02 am