



**Regular Meeting of the Board of Directors
Thursday March 15, 2018 - 9:30 am PST**

**Offices of Van Ness Feldman PC
719 Second Avenue, Suite 1150
Seattle, Washington 98104**

Conference call number: 1-563-999-2090 Access code: 755212#

MINUTES

Board Members Present:

Gregg Chason, P & F USA, Inc.
Beth Johnson, Dell
Mary Jacques, Lenovo
Mark Dabek, RE-PC
Eduardo Molina, Apple
Ken Lowe, VIZIO
Eric Gilbert, Acer America
Madeline Smith, LG
Radi Simeonova, Department of Commerce – WA State
Chipper Hervieux, Dept. of Ecology

Also Present Were:

John Friedrich, Executive Director, WMMFA
Scott Barker, 3R Technology

Board Members Absent:

Dan Phillips, 4th Dimension Computers and Technology
Mark Newton, Samsung
Brandon Seegmiller, HP

- 1. Call to order – Gregg Chason**
The meeting was called to order by Gregg Chason at 9:31 AM
- 2. Approve minutes of the: January 18th, 2018 regular meeting of the Board (Board vote) – Gregg Chason**
Gregg asked all board members in attendance if they had had a chance to review the minutes from the January meeting that were distributed prior to the meeting and asked if there were any suggested amendments or objections. There were none and on a motion by Mary Jacques, seconded by Beth Johnson the draft minutes of the January 18th meeting were approved unanimously.

3. 2018 Q3 budget discussion and revised annual projections (no vote on budget until May 17) - John Friedrich

- **Per pound cost follow up by item**

Director Friedrich opened by directing board members to the column on the budget sheet that contained management's comments. He identified projected volume and cost projections by line item, by percentage. Summarizing, Friedrich stated that cost per pound was up considerably but volume was also down considerably and that given the WMMFA's reserve position the 3rd quarter budget as presented at this point would represent an overall reduction in member invoices. Friedrich stated that he would ask for approval for the 3rd quarter budget at the next regularly scheduled board meeting after making adjustments, if necessary, taking into account March and April actual results.

4. Report on 2018 YTD February operational and financial results – John Friedrich

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

The director explained that pounds volume YTD was down by 20% and therefore expenses were down by about 14% based on increases in processing costs. Friedrich said that he anticipated that volume would continue to decline based on trends over the prior several years. There were no questions about the financials so the director referenced the manufacturer's past due report and said that he and the department of ecology were working on collecting the major outstanding balances and he said that he would update the board in a week or so on those collection efforts.

5. Legislative Update/Review – John Friedrich

Director Friedrich summarized the goals and objectives of proposed legislation for the 2017-2018 session. He stated that the 2018 legislative session was over and that none of the proposed bills passed. Friedrich stated that he anticipated new bills in 2019 to address issues presented in 2017-18.

6. Matters to discuss at future meetings

a. Potential revisions to WMMFA Standard Plan

The director explained that an update of the manufacturer's Standard Plan was required every 5 years and that the WMMFA would need to update the plan in 2018 for plan year 2019. Friedrich said that he would get the full board his suggestions for the standard plan throughout 2018, based, in part, on legislative efforts in 2017-18, and, input from stakeholders where applicable.

b. Annual "in person" meeting dates - notice and discussion

The director went over details of the upcoming annual "in person" board meeting scheduled for September.

Meeting adjourned at 9:45 AM