



**Regular Meeting of the Board of Directors  
Thursday, May 17, 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, Funai Corp. Inc.  
Beth Johnson, Dell  
Mary Jacques, Lenovo  
Brandon Seegmiller, HP  
Eduardo Molina, Apple  
Ken Lowe, VIZIO  
Eric Gilbert, Acer America  
Madeline Smith, LG  
Radi Simeonova, Department of Commerce – WA State  
Christine Haun, Dept. of Ecology (in for Chipper Hervieux)  
Dan Phillips, 4th Dimension Computers and Technology

**Also Present Were:**

John Friedrich, Executive Director, WMMFA

**Board Members Absent:**

Mark Newton, Samsung  
Mark Dabek, RE-PC  
Chipper Hervieux, Dept. of Ecology

**1. Call to order – *Brandon Seegmiller***

The meeting was called to order by Brandon Seegmiller at 9:32 AM

**2. Approve minutes of the: **March 15th, 2018 regular meeting of the Board (Board vote)** – *Brandon Seegmiller***

Brandon asked those members in attendance if they had a chance to read the draft minutes as provided. No members indicated that they had not had a chance to review the minutes so Brandon asked for any edits or suggested amendments. There were none. On a motion by Mary Jacques, 2<sup>nd</sup> by Gregg Chason the minutes of the March 15<sup>th</sup> 2018 regular meeting of the board were approved unanimously by a vote of 9-0.

**3. 2018 Q3 budget discussion and revised annual projections (Board vote) - John Friedrich**

- Per pound cost follow up by item
- Operational overview

Executive Director Friedrich explained major components of the proposed Q3 budget document and indicated that the budget was significantly lower than some prior quarter's budgets in order to reduce the large reserve balance. After summarizing the budget Friedrich asked the board to approve the 3<sup>rd</sup> quarter 2018 budget as presented. On a motion by Gregg Chason, 2<sup>nd</sup> by Ken Lowe the 3<sup>rd</sup> quarter 2018 budget was approved unanimously by a vote of 9-0.

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

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

Executive Director Friedrich explained the volume in pounds collected in April of 2018 was about the same as last April, although year to date volume in pounds was down considerably. Friedrich stated that in summary financial reserves of the Authority remained high in comparison to goal. He also referenced staffing cuts at the WMMFA to adjust to the reduced volume and some operational changes to help align expenses more closely with volume. Friedrich did state that unit volume remained at a relatively high level and that lighter weight of collected products made volume drops appear more significant than they might actually be. There was then a review of past due payments by manufacturers which Friedrich stated was not very large and that most if not all of the outstanding accounts would likely be collected soon with the help of Ecology. There were no questions in regards to the financials provided to the board.

**5. Legislative Update/Review – John Friedrich**

Friedrich explained that the 2018 legislative session was over and that he would advise the board of any future legislative proposals. He also said that none of the proposed legislation for the 2017-2018 session passed. Friedrich went on to say that some of the proposed legislation did lead to some operational and policy changes made in the Standard Plan based on what was gleaned from listening to stakeholders and legislators over the past two sessions. He said that these changes were included in recent minor updates in the WMMFA's Standard Plan as submitted to Ecology. John said he would provide a link to the current Standard Plan as posted at the Ecology web site via e-mail to all board members at the conclusion of the meeting.

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

- a. Potential revisions to WMMFA Standard Plan  
The Executive Director said he would have a draft revised and proposed 2019-2023 Standard Plan to board members approximately one month prior to the "in person" WMMFA meeting in September after taking into consideration input from board members and stakeholders.
- b. Annual "in person" meeting dates - notice and discussion  
The annual "in person" board meeting to be held in Vancouver WA September 19-20 2018 will include a processor visit. More notices will be distributed later in the year.
- c. 2017 Financial Review  
The Executive Director advised the board that a financial review by Moss Adams CPA's would begin in a week or two with results available later in 2018.

Adjourn meeting at 9:51AM