



**Regular Meeting of the Board of Directors
Thursday, January 19, 2023 - 9:30 am PST**

Conference call number: (857) 357-0254 Access code: 755212#

MINUTES

Board Members Present:

Gregg Chason, Funai Corp. Inc.
Jane Kang for Jenni Chun, Samsung
Luis Vargas, HP
Kristyn Rankin, Apple
Madeline Smith, LG
Mark Dabek, RE-PC
Joyce Thung, VIZIO
Kristyn Rankin, Apple
Melissa Mallory, Dell
Blake Nelson, Dept. of Ecology

Also Present Were:

Peter Thermos, Executive Director, WMMFA

Board Members Absent:

Eric Gilbert, Acer America
Cintia Gates, Microsoft
Kim Fox, Lenovo
Radi Simeonova, Department of Commerce

1. Call to order – *Gregg Chason*

Gregg called the meeting to order at 9:32 am.

2. Approve minutes of the November 17, 2022, regular meeting of the Board - **(Board vote)** – *Gregg Chason*

Gregg addressed the board regarding the minutes of the November board meeting, asking if there was a motion to approve the minutes which were provided in the January 19, 2023, board meeting reference documents. On a motion by Mark Dabek, seconded by Kristyn Rankin, the minutes of the November meeting were approved unanimously.

3. New WMMFA board members – Gregg Chason

- Luis Vargas, HP replacing Joyce Kwan, HP
- Joyce Thung, Vizio replacing Caitlin Sanchez, Vizio
- Blake Nelson, Ecology replacing Al Salvi, Ecology

Gregg welcomed the three new members to the board, stating their names, the names of the member they replaced and the companies they work for, as shown in the bullets above. He then asked if they would introduce themselves to the board briefly.

Luis Vargas stated that he had been at HP for 12 years and had worked primarily in procurement. Joyce Thung stated that she had been at Vizio for over 1 year in Irvine, CA. Before that, she had been with Cal Recycle working on programs that included Paint Stewardship. Blake Nelson stated that he was the State Resources Section Manager for WA Ecology and was (former board member) Al Salvi's supervisor. Blake said he was happy to join the board as a non-voting member. Blake stated that he replaced Chipper Hervieux at Ecology who had retired. The Director stated that Chipper had been a key manager at Ecology for many years.

4. Report on December operational and financial results – *Peter Thermos*
 - A. Pounds by CEP totals
 - B. Financial reports
 - C. Unpaid past due manufacturer's invoices to date
 - D. Restitution account balance and future expenditures

The Director began his remarks by welcoming all the new board member to WMMFA. He then referred to the board reference documents that provided YTD December pound and financial information and stated that the collected weight for December was 963,838 pounds giving a total for 2022 of 13.3 million lbs. which was a 9% reduction from 2021 total pounds. He continued that the last two months of 2022 were lower than projected with both months under 1 million pounds collected. The impact of the two low months was to raise financial reserves and require a change to the 2023 projection, both would be discussed during the meeting.

December expenses were about 35% below budget. The cost per pound in December was \$0.342 which was a decrease of 10% from November and 1% below the December 2021. Financial reserves increased to \$222K. This was more than expected as reserves had gone below \$100K earlier in the year, which was unusual.

Regarding past due invoices, Thermos stated that two companies that were past due had been removed from the aging. After speaking with WA Ecology, we believe these two companies will not be making payment on past due invoices, either because either they don't intend to sell products in Washington or because they will be going out of business. Gregg Chason asked if Ecology had informed them that they will not be allowed to sell products in Washington. Thermos responded that Ecology had begun the process that leads to this outcome if the manufacturers don't participate in the program. Thermos continued that, as a reminder and to inform new board members, the report on companies with past-due invoices does not include companies that are only slightly overdue, or companies that are overdue due to what appears to be an administrative oversight. For example, if a company had a history of making payments but skipped a payment accidentally, paying the most recent invoice instead. WMMFA would work with that company to resolve the situation and wouldn't consider them to be non-participating.

The Director also stated that no restitution funds were used in December.

5. Q2 2023 proposed budget with annual volume and budget projections (**Board vote**) – *Peter Thermos*

Thermos asked members to turn to page 14 of the reference documents, the 2023 budget, and review the column for "Q2 – Proposed". With the last two months of 2022 being low, the 2023 projection had to be revised to show a 5% reduction in pounds collected. Thermos continued that a 5% reduction was conservative and that year-to-year reductions had often been in the 10-15% range. After reducing the projection for pounds collected, corresponding financial reductions were made for collection, transportation and processing. No reductions were made to the administrative budget and the overall reduction in projected expenses was roughly \$150K. Gregg Chason made a motion to accept the Q2 budget, seconded by Madeline Smith and approved unanimously by the board.

6. Board member director nominees – annual vote (**Board vote**) – *Peter Thermos and Board Members*
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|------------------|----------------------------|
| Chairperson | Gregg Chason – Funai Corp. |
| Vice Chairperson | Jenni Chun – Samsung |
| Secretary | Joyce Kwan – HP |
| Treasurer | Madeline Smith – LG |
| Member at Large | Kristin Rankin – Apple |

The Chairman stated that he had made the decision to step down and let someone else be the chairman as he had had the role for about 10 years. He stated that he had asked members to let him know if they had interest in any board positions and then began the annual process of voting on board positions.

Madeline Smith had expressed an interest in becoming Chairperson. Gregg made a motion that Madeline become the new Chairperson which was seconded by Mark Dabek and approved unanimously by the board. A motion for Vice Chair to be maintained by Jenni Chun was made by Kristyn Rankin, seconded by Mark Dabek, and approved unanimously by the board. A motion for Luis Vargas to become the new Secretary was made by Gregg Chason, seconded by Kristyn Rankin, and approved unanimously by the board. Kim Fox had expressed an interest in becoming the new Treasurer. A motion for Kim Fox to become the new Treasurer was made by Kristyn Rankin, seconded by Mark Dabek, and approved unanimously by the board. A motion for Member at Large to be maintained by Kristyn Rankin was made by Gregg Chason, seconded by Mark Dabek, and approved unanimously by the board.

7. Matters to discuss at future meetings – *Peter Thermos*
- Outreach
 - Legislative update – Battery Bill

The Director states that WMMFA was running a small internet display campaign using ads from the fall 2022 campaign. The ads would run for about 4 weeks including weeks leading up to and after the NFL Superbowl. Many people purchase TVs in preparation for the Superbowl and WMMFA wanted to promote E-Cycle as a way to recycle the TVs that were being replaced.

Regarding the battery bill, Thermos stated that he believed the bill was still in play in the legislature and asked if Blake Nelson of Ecology had any other information he could share. Blake stated that Megan Warfield of Ecology was working on the bill for Ecology and that he believed the bill was in committee. Blake offered to provide the most current information on the bill if it was desired. Blake stated that he couldn't say if the bill was likely to pass but that preparation by Senator Stanford, the sponsor of the bill, had been very thorough and the bill seemed to have some support. Thermos stated that the bill seemed to have some momentum and that it may pass or be run again in the next legislature if it didn't.

Adjourn meeting – the meeting was adjourned at 10:00 am