



## **SCA Board of Directors MINUTES**

March 21, 2012 10:00 AM  
Renton City Hall  
1055 South Grady Way, Renton 98057

1. Bob Sternoff, SCA Vice President, called the meeting to order at 10:04 a.m.  
Members Present: Dini Duclos, Chris Eggen, Don Gerend, Dave Hill, Pete Lewis, and John Marchione.  
Members Absent: Mia Gregerson, Ken Hearing, David Johnston, Matt Larson, Denis Law, and Jamie Perry.  
Staff Present: Deanna Dawson and Kristy Burwell.
2. The Consent Agenda was moved by Dave Hill and seconded by Chris Eggen. The motion passed unanimously.
3. Deanna Dawson, SCA Executive Director, reported that SCA currently has sixteen Regional Associate Members in 2012, two of which are “Friends” of SCA and one, which has entered into a special multi-year sponsorship agreement. There are four new members in 2012. Deanna asked that each Board member commit to recruiting at least one Regional Associate Member in 2012.

Deanna reminded Board members that the Newly Elected Officials Workshop is on March 30. If Board members are interested in mentoring a newly elected official, please provide your availability to Deanna.

The Board members agreed to change the date of the April SCA Networking Dinner from April 4 to April 18. This date change will allow legislators to participate in a panel discussion on the current legislative session that is scheduled to adjourn at the end of the first week of April. Deanna encouraged Board members to invite legislators that they know personally from the list provided in the February 29 Executive Committee minutes.

Deanna provided an update on the current status of ESSB 6582.

Deanna announced that the Port of Seattle has requested to meet with SCA members to present its “Century Agenda.” Board members were supportive and discussed that the best venue for this presentation be the 6 PM hour prior to a PIC meeting.

Lastly, Deanna indicated that SCA was looking at hiring an unpaid intern for summer 2012. The board was supportive.

4. Deanna Dawson, SCA Executive Director, gave a report on the Board Committees. The Finance Committee met on March 20, the Membership Committee will meet on March 29, and the Communications Committee as well as the Events Committee meetings will be scheduled soon. The Public Issues Committee Operations and Procedures Subcommittee (PIC OPS) is continuing to meet monthly.
5. Don Gerend, SCA Treasurer, provided a report on the first meeting of the 2012 SCA Finance Committee. Much of the work of the SCA Finance Committee will be done in conjunction with the SCA

Membership, Communications, and Events Committees. There are many items that the Finance Committee will be working on in 2012 and will meet on a quarterly basis or more often as needed. The committee asked staff to provide monthly budget summaries and investigate options with local banks in both terms of interest rates and other benefits. The Finance Committee also discussed the option of increasing the fee by \$10 for non-members attending SCA events, and will make this recommendation to the events committee.

The Finance Committee sought clarification on Board Policy 602.1(c) concerning the definition of a voting member. The Board clarified that it was appropriate to have a City Manager/Administrator on the Finance Committee as a voting member. Board members agreed that the Finance Committee should be a standing committee of the SCA Board of Directors and should have further discussion on updating the Bylaws and Board Policies to reflect this decision and specifically note that a City Manager, City Administrator, or Finance Director may be a voting member of the committee.

Dave Hill moved, seconded by Pete Lewis, to write off unpaid invoices #1832 and 1837 for Kenyon Disend and Wells Fargo 2011 Regional Associate Membership renewal fee. The motion passed unanimously.

Dave Hill moved, seconded by Chris Eggen, that Board Policy 201.10 be amended to read:

The Executive Director has the authority to write off uncollectable debts in amounts up to and including \$500. Any debts larger than \$500 must be authorized for write off by the Board of Directors. A debt shall not be deemed "uncollectable" until it is overdue by a minimum of 120 days.

The motion passed unanimously.

Pete Lewis moved, seconded by Dini Duclos, that Board Policy 205 be amended to read:

SCA shall establish a bank credit card in SCA's name, listing both the Executive Director and the Administrative Services Manager, with a combined limit of \$10,000.

The motion passed unanimously.

John Marchione moved, seconded by Dini Duclos, that Board Policy 201.7 be amended to read:

The association should maintain an Equipment Replacement reserve of a minimum of \$6,000 to fund unbudgeted capital expenditures.

The motion passed unanimously.

6. Bob Sternoff gave a report of the SCA Executive Committee meetings of February 29, 2012 and March 9, 2012.

Chris Eggen moved, seconded by Dave Hill, to ratify the actions of the PIC and Executive Committee with regards to the adopted resolution in support of reclassifying medical cannabis as a schedule II controlled substance and the letter in support of the resolution signed by SCA President Denis Law. The motion passed unanimously.

Bob Sternoff, SCA Vice President, reported that at the during the February 9, 2012 Executive Committee meeting, the Committee recommended setting the Executive Director's salary at \$110,000 annually. SCA Treasurer Don Gerend indicated that during the hiring process, the hiring committee had agreed to

revisit the Executive Director's salary following an initial probationary period. The Executive Committee made the recommendation for the salary adjustment based on Dawson's performance to date.

Pete Lewis moved, seconded by John Marchione, to increase the salary of Executive Director Dawson to \$110,000 annually, effective April 1, 2012. The Board expressed their pleasure with Dawson's performance, and agreed that she had exceeded expectations. The motion passed unanimously.

7. For the good of the order
  - a. John Marchione suggested that future discussions about how SCA can most effectively develop and communicate policy positions for maximum impact. The Board concurred with this suggestion.
  - b. Pete Lewis asked for feedback regarding the Regional Policy Committee 2012 Committee Agenda.
8. The meeting adjourned at 11:30a.m.