



L.E.I.R.A. 2013

Executive Board Meeting

October 22 nd , 2013		1414-1510 hrs	Campbell's Resort Lake Chelan		
October 24 th , 2013		1743-1830 hrs			
Meeting called by		Stephanie Shook, President		Notetaker	Karla Hiler, Secretary
Members in attendance	<input type="checkbox"/> Vacant	1 st Vice President	<input type="checkbox"/>	Johnson Jacobs, Jeanne	Archivist
	<input type="checkbox"/> Vacant	2 nd Vice President	<input checked="" type="checkbox"/>	Smith, Joan	Ex-Officio
	<input checked="" type="checkbox"/> Eldred, Cathy	Treasurer	<input checked="" type="checkbox"/>	Pownall, Kay	Past President
	<input checked="" type="checkbox"/> Hiler, Karla	Secretary	<input checked="" type="checkbox"/>	Logan Nelson	Ephrata PD
	<input checked="" type="checkbox"/> Schuller, Renee	Director	<input checked="" type="checkbox"/>	Marilyn Wyss	Lynden PD
	<input checked="" type="checkbox"/> Custer, Tammy	Training/Director	<input checked="" type="checkbox"/>	Holly Vega	Lynden PD

Call to Order – Stephanie Shook

Website presentation & training overview by GovOffice.

1. Treasurers Report

Cathy Eldred presented treasurer's report for review and approval.

Motion to accept Treasurer's Report as presented: Karla Hiler, Kay Pownall seconds the motion, motion carried.

Audit of the treasurer's books will be conducted at the January Executive Board meeting.

2. Scholarships

Stephanie Shook reported that three scholarships were awarded to represent three groups, chief/admin, evidence, and records.

3. Conference

- By adding additional day, the cost for conference went up; however we will probably break even.
- Per Diem and food cost has also increased, but Campbell's has honored the contract prices.
- Due to high attendance there will be no head table at meals.
- Registration will begin 10-22-13 from 4-6 pm.

4. Website

Update on website and new vendor GovOffice. It was reported that as of this point they have been responsive and website should be built and online by January. The updated website will be customized to fit our needs and should allow for extended collaboration and communication with members through the ability to push out information and easily post information.

E-board members will have log-in and password. Administrative privileges will be given to the President and Treasurer.

5. Training

Marilyn Wyss gave a report on training opportunities with CIAW. She has been in contact with CIAW and they are receptive but their training is focused on risk. They will include LEIRA in training development and will be in contact with LEIRA. For cities that are CIAW members, there is also a scholarship opportunity which members may not be aware of.

There was discussion on class selection for training and conference to draw more attendance. Suggestions included: Cathy Atwood – Verbal Judo and Kellie Lapczynski (WASPC) – Customer Service

6. Newsletter

Bobbi Romine requested clarification on how newsletter is pushed out. Discussion followed. It was decided that until the website is up, the newsletter will be pushed out through Mail Chimp.

Discussion and suggestions on winter newsletter.

7. Nominating Committee

Kay Pownall reported there were three people interested in the following positions:

President – Stephanie Shook
1st Vice-President – Bobbi Romine
Treasurer – Julie Ubert

There will be an opportunity for members to make nominations at the annual business meeting prior to the election. Voting will be done by active members; reminder will be made at business meeting.

Installation of newly elected board members will be at banquet on Thursday night.

Adjourn 1510

E-Board in Attendance:

Stephanie Shook, Bobbi Romine, Cathy Eldred, Renee Schuller, Marilyn Wyss, Joan Smith, Tammy Custer, Kay Pownall and Karla Hiler

Discussion on Future Conference Site(s)

Roundtable discussion on future conference sites.

Marilyn Wyss: Respects unknown factors about finances but she believes there needs to be a conference on the west side of the state at some point.

Cathy Eldred: Torn about moving venue. Concern about rates and finding a venue that is reasonably the same as Campbell's. The board needs to consider the additional expenses of having a full board.

Renee Schuller: Possibly add an additional day to conference. It would be good to explore another venue however it may be too much of time crunch for the next year.

Stephanie Shook: Loves Campbell's, the location and the extra day. She has received good feedback from attendees. Cathy/Treasurer would have to crunch numbers before we have a good idea of how well this conference did financially.

Karla Hiler: Would want to consider a move, but knows there is a financial risk.

Kay Pownall: Is open to launching into something new if it is financially feasible.

Joan Smith: LEIRA doesn't have to book a year in advance, Campbell's and hotels in general are hurting for business. Joan's philosophy is build it and people will come. Our organization is not a money maker so to break even is okay. Build networking opportunities and training variety.

Bobbi Romine: We have outgrown Campbell's. The west side needs a conference. Conference costs need to be built into the cost.

Marilyn Wyss: Find training opportunities that would also draw in law enforcement officers.

Bobbi Romine: Possibility of adding an additional track? Appeal to broader audience.

Motion to stay with Campbell's and move to new venue in 2015. Cathy Eldred, Tammy Custer seconds the motion, motion failed 8-1.

The next step is to reach out to a variety of venues and get pricing. All contracts will be signed by Stephanie Shook. She has already reached out to several venues and will follow-up with those venues.

Executive Board Roles:

To ensure the effectiveness and efficiency of the organization board members will have to take on leadership roles within the e-board and continue to reach out to membership.

Logan Nelson will take on two regional training events.

Directors: One director to take on conference committee.

Good of the Order:

There needs to be a clear disclaimer to training attendees about materials. The cost of training are kept low because we don't print off materials.

Kay Pownall is willing to help wherever needed.

Marilyn wanted to clarify that she might not be able to attend every meeting. She will send CIAW members an email about the scholarship monies that are available to members.

Adjourn 1830