

**WETA Board Meeting
Meeting Minutes
01/25/06**

Attended: Carol Burgett, Angel Rivera, Art Besse, Mary Ratz, Jim Erlenborn, Bob Evans, Tony Veeder, Roger Gansereau, Arrionne Beecroft, Jon Danforth, Marlene Duffield, and Mike Krause

I. Agenda Review

No discussion - Agenda approved

II. Approval of Meeting Minutes

Jim Erlenborn moves to approve

Mary Ratz seconded

No discussion

Vote - Unanimous

Minutes approved

III. Financial Update

A financial update was given by Carol Burgett. The 2005 budget shows a net loss of \$988. This was not really a loss in 2005 but the amount of carry over cost from the 2004 Annual Conference.

WETA did not lose money in 2005. The financial statements Carol passed out to Board members shows that all 2005 bills, including scholarship costs are in and paid. There are no outstanding bills for 2005.

2006 Budget Information

-Added category 5105 for insurance premiums

-Deleted category 5107 - phone since we don't use and don't have phone costs.

-Added category 5109 for the Webmaster

-We have had one expense so far in 2006, \$700 to the Webmaster

-Carol paid two scholarships @\$750 a piece

-Left the amount of money in category 5510 @ \$11,000 even though our costs in this category have been reduced due to OWN and IAWP

-Marlene Duffield has requested the \$1000 DWD supplement again for our conference but has not yet heard if it has been approved

-Carol would like to move \$11,000 from checking to the money market account

Tony Veeder moved to approve the financial update

Mike Krause seconded

Discussion - none

Vote - Unanimous
Financial update approved by full Board

IV. WETA Liability Insurance

Insurance payment is due 3/24. So far the premium is staying the same. Mary Ratz is working with Denman Insurance to find a company offering better rates.

V. 501 (c)(3) Status Update

Jon is in contact with Bea Jay Panke and Bonnie Heise to find documents from when they investigated obtaining tax-exempt status. According to Carol we have the 3 years of financial records required for filing. Once all documents are in our possession we can file w/IRS.

VI. Board Roster

Anita provided current address list. She needs to update information for Bob Evans and Steve Roberts. We also need to send a letter to past Presidents to see if they want to be included on the list.

VII. Website Update

The website has been updated. Board members are encouraged to view the changes at www.wetainc.org. The Board needs to discuss what additional information should be on the site. What committee information is needed and timelines for projects should be included.

The scholarship information needs to be updated.

The OWN scholarship and the WETA Older Worker scholarship rules don't mesh. Mike Krause will go over the OWN information. The Boards informal consensus is that we should go with OWN rules as they are paying for the scholarship.

The Board also asked Art, Jim and John Cooney to get together and finish the history of WETA. It is needed for two purposes; to be posted on the website and it is needed for the tax exempt status application.

VIII. WETA Newsletter

The newsletter release date will be mid to late March. The Board will ask Anita for her help again. We will be soliciting WETA members for articles.

Juanita Harbord does IAWP and she has not yet been asked for her information.

The Board discussed newsletter distribution. This discussion was moved to March meeting. Marlene Duffield mentioned that DWD mailroom has a

process to send mail to statewide job centers and that perhaps we can use to distribute newsletters.

IX. Mini-Conference Update

David is working with Dale Brenon. He would like to do another CCAP in the Sheboygan/Manitowoc area. They may also want to have one in the Eau Claire/Menomonie area. It was suggested that David contact Nanette Vetsch.

Angel asked for suggestions for mini topics. Suggestions are to work with Art on a Job Development workshop. Angel asked that members bring mini topic suggestions for next meeting. Please email Angel with your ideas.

X. Strategic Plan

Art Besse handed out the draft plan. Tony proposed that we read through them before the next meeting and send in any questions or concerns to the whole Board and officially ratify at the next Board meeting.

Art suggested that once the plan is adopted to make the plan a living document and to start out all future agendas with the mission and vision statements.

It was also suggested that once the document is finalized to put it on the website. We do not have to include mission and vision statements.

Develop budget packages around the document and continue to remind each other of the mission and vision and the strategic plan while budgeting.

When developing the agendas keep the document in mind.

XI. Governor's Conference Planning meeting

Jon gave an update on this topic. We need to update the mailing list. Jon also proposed that WETA nominate an employer for the Governor's Exemplary Employer Award. His suggestion was that we nominate Valley Packaging's Madison Office. The board discussed.

Arrionne moved to approved suggestion

David seconded

Discussion: We want to make sure that they are in compliance with the government. Marlene Duffield will check on this. If ok she will let Jon know and the nomination from WETA will stand

Board voted on the amended motion - unanimous

Motion passed

XII. 2006 Conference

There was discussion on WETA's real anniversary date. 2006 is the anniversary of the WETA charter but not the 25th anniversary of the conference. A suggestion was made to have a summer party for the anniversary and/or celebrate at conference. This issue was tabled for a later date.

We also had a discussion on the Conference theme. People are to bring ideas to the next meeting. Suggestions were made that we incorporate 25 years of employment and training somewhere into the theme.

XIII. 2007 Conference

Tony reported that WSSA talked about partnering with WETA. Tony and Jon are going to attend the WSSA Board meeting to discuss.

XIV. Other business

No other business

XV. Next meeting: 3/16 Room 6, Dane County Job Center.

Executive Committee 9:00-12:00

Full Board 12:30-3:30

David moved to adjourn the meeting

Arrionne seconded

Vote - unanimous

Meeting adjourned