



Date: 09/04/2024
Time: 1:00pm – 2:00pm
Location: Teams
Details: The WPTA Board usually meets the first Wednesday of each month. Members may attend the open portion of any meetings. Contact [Adriana](#) for the Teams link.

BOARD MEETING

Agenda

Call to Order— 1:00 pm

Participants – Adriana Publico (AP), Joe Medulla (JM), Wylie Evanson (WE), Caitlin Davis (CD), Lisa McNeill (LM), Tony McMillen (TM).

OPEN SESSION

- I. Approve Minutes from 08/07/24 meeting. Approved.

- II. For Possible Action
 - a. Appoint new General Insurance Committee Rep – candidates are Brenda Costello and Jennifer Jimenez – Both candidates are highly qualified. WPTA board would like leadership presence in as many WCSD sites as possible. WE to offer Insurance Committee Rep appointment to Brenda if she is willing to hold the position for a minimum of 2 years. Unanimous vote. If she can't do 2 years, offer the position to Jen. (Update: Brenda Costello accepted Insurance Committee Representative position on 9/5/24).
 - b. Appoint interim WPTA Treasurer – candidates are Brenda Costello, Brett Rodela, and Juan Smith. All candidates are highly qualified for the role. WPTA board would like leadership presence in as many WCSD sites as possible. AP moves to vote for Juan to serve as Treasurer until June 30th, 2025. (Update: Juan Smith accepted interim Treasurer position on 9/5/2024.)
 - c. Fall Social 10/17/2024 – Location TBD: Little Waldorf Saloon, The Depot, Bertha Miranda's as options, obtaining pricing currently. AP suggest inviting the confidential employees. CD to continue with social location at Little Waldorf.

- III. For Discussion/Updates from Prior Meetings
- a. 08/22/2024 WCSD/WPTA Advisory Meeting discussion items – resolved longevity interpretation and affected members have received additional longevity pay, still working on vacation accrual issue. For discussion – other association boards bring the entire board to these meetings – CD and WE to attend when available. Also open to Juan when he fulfills the Treasurer position.
 - b. Sick bank split & special assessment – Will happen in October. AP will notify SLB members and give them time to withdraw before the special assessment.
 - c. Sent Fall Update to membership 8/19/24 with survey – [link](#) – few responses so far, AP sending out a reminder next week
 - d. Document management – AP, JM, CD met to organize documents in Google Drive. Now all 3 of us have access and JM set up multi-factor authentication in Google and on Square to protect access to our shared drive and website
 - e. Outlook access – JM and AP now have access
 - f. Directors & Officers' Insurance – AP has sent the quote and coverage information to Alex Velto for review
 - g. Legal training update for board and members (~12 total attendees) on 9/12/24 from 2pm-5pm at Wooster. Meet up at Reno Public Market at 12pm before the training.
 - h. General membership meeting via Teams on 9/16/2024, 3:30-4:30pm
 - i. WPTA has a new mailing address - Washoe Professional Technical Association, 355 E Plumb Lane #1040, Reno, NV 89502. Digital mailbox at Staples, we will receive an email whenever we receive mail and can pick it up anytime Staples is open. AP will update address with IRS, Secretary of State, EMRB, GNCU, etc.
 - j. WPTA has been granted 501(C)-5 tax exempt status by the IRS

IV. Tabled & Ongoing Items

- a. Current WPTA membership count: **141**
- b. Financial Report – Current bank balance: **\$14,690.80 as of 8/30/24**
- c. 2024-25 Budget: pending new WPTA Treasurer
- d. Upcoming WCSD/WPTA Advisory Meetings: September 19, October 17, November 21
- e. *WPTA bank account settlement – table until EMRB resolution and SPAW contract ratification (on BOT Agenda for 9/10/24)*

CLOSED SESSION

- I. See CLOSED MEETING MINUTES dated 09/05/2024.

Next Meeting – 10/02/24 at 1:00pm.

Action items	Owner(s)	Deadline	Notes
Sick Bank	AP	TBD	Notify sick bank membership of upcoming special assessment
Survey Reminder	AP	Week of 9/9	Send out reminder to membership about survey
Fall Social	CD	10/17	Location: Little Waldorf Saloon, need to figure out food options and drink tickets (?)
Legal Training	ALL	9/12	Review D&O insurance, officers legal requirements and responsibilities for effective union management
Advisory Mtg w/ WCSD	AP/JM/WE/CD	9/19	
General Membership Meeting	ALL	9/16	Via TEAMS – 3:30-4:30pm
Mail Box – address update	AP	ASAP	Notify IRS, Secretary of State, EMRB, GNCU, etc. of address change