

**MINUTES FOR EXECUTIVE COMMITTEE OF THE WESTERN COUNCIL OF  
ARCHITECTURAL REGISTRATION BOARDS – WCARB REGION 6  
Hotel Restaurant for after meeting debrief, 1:25 p.m.**

**Saturday, June 18, 2016**

Roll Call:

Jon Baker, Region 6 Chair  
Jim Oschwald, Region 6 Director  
Ed Marley, Vice Chair  
Jay Cone, Secretary/Treasurer  
James Mickey, Member, NV  
Scott Harm, Member, WA  
Gina Spaulding, Region 6 Executive Director

**Discussion:**

Jon Baker opened the meeting. The Executive Committee discussed the regional meeting discussion topics and outcomes. Since the topic of regional dues is under scrutiny, Cone and Marley suggested they perform a detailed review and audit of the regional expenses to see if there is any place to cut costs; with an emphasis on Executive Committee travel costs. Spaulding was directed to send a detailed profit and loss statement listing all income and expenditures line by line to Cone and Marley for review at the end of the fiscal year, September 30. Spaulding said she would send it to them in early October after she receives the bank statement for September and reconciles the monthly bank statement.

Baker suggested that relative to regional costs, it might be a good idea for the Executive Committee to develop a set of questions for the members regarding what expenditures and regional costs are important to them. The Executive Committee agreed this was a good step in the right direction. After the questions have been developed, Spaulding will develop a Survey Monkey and send it out to the members of Region 6 for response and comment.

Baker thought a telephone meeting might be sufficient to develop the meeting agenda for Region 6 for the 2017 Regional Summit, but told the Executive Committee that he would know more after he and Spaulding attend the Regional Leadership Meeting in August. The Regional Leadership Committee is comprised of all six regional chairs and execs and the NCARB 1VP and NCARB staff. The focus of the committee is to develop the plenary sessions for the Regional Summits and to collaborate on ideas for workshops for the NCARB annual business meetings.

If it is determined that the Executive Committee requires a face-to-face meeting, Baker and Marley told the Executive Committee that they had conference rooms that could be used to get in and out on the same day in San Diego or Tucson, respectively. Spaulding will no longer have access to the Nevada Board office as she will be retired from the agency.

Spaulding was directed to clean up the draft White Paper and send it along to Ed Marley and Jay Cone for their review and comments.

The meeting was adjourned at 3:30 p.m. by Chair Baker