

**2023 Fall Meeting of the WCARB Executive Committee
Meeting Minutes- Meeting Started at 8:41 a.m.**

Date: Saturday, September 23, 2023
Meeting Time: 8:30AM
Location: The Westin Kierland Resort & Spa
Fritz Room
6902 East Greenway
Scottsdale, AZ 85254

Committee Members:

Catherine Fritz, AK, Chair
Tian Feng, CA, Vice-Chair
Jim Oschwald, NM, Secretary/Treasurer
Corey Solum, UT, Member
Mike Kolejka, AZ, Member
Scott Harm, WA, Regional Director
Melarie Gonzales, WCARB Executive Director

Executive Committee Agenda:

1. Approval of Agenda
 - **Motion:** To approve agenda
By: Tian Feng (CA)
Seconded: Mike Kolejka (AZ)
Vote: All in favor. Motion passed.
2. Review Minutes from WCARB Business Meeting in Tampa, FL on June 17, 2023
 - Edits were made to the meeting minutes and will be presented at either the next regional call or regional summit meeting in March 2024.
3. Review Financial Reports
 - Reviewed Fiscal Year (FY) 24 approved budget, FY23 profit and loss up to September 1, 2023, & drafted FY25 budget.
4. Review Committee and Strategic Plan Liaison Appointments
 - Reviewed committee and Strategic Plan liaisons
5. Review Strategic Plan Committee work: updates from Liaisons
 - Review and discuss Action Items
 - **Motion:** To approve roles & responsibilities, opportunities for service
By: Tian Feng
Second: Mike Kolejka
Vote: All in favor. Motion passed.
 - Review Strategic Plan Actions funding requests, expectations
 - Proposing to update strategic plan & standing committees at the 2024 June Annual Business Meeting.

6. Chair's Report of Regional Leadership Committee meeting on July 24, 2023
 - Recommends attend take the regional realignment zoom workshop.
 - Informed that Regional Chairs conduct regional calls.
7. Review Region Membership meetings (formerly Pre-BOD meetings).
 - Chair Fritz will send out a summary of the Pre-BOD brief to R6 attendees & absentees.
 - Chair Fritz explained her protocol for the next upcoming regional call of discussing the Pre-BOD brief then NCARB issues in 60 minutes.
8. 2024 Regional Summit Discussion
 - Business Meeting Planning (Savannah, GA March 1-2, 2024)
 - Vic's on the River for approximately 70 people, \$100/guest fee
 - Regional Dinner Options
 - For annual business meeting possibly hold a reception at the hotel
 - Educational Offering
 - Hospitality Exchange
 - Budget
9. Review Calendars to establish next ExCom meeting (Zoom)
 - December 4, 2023
10. Other
 - Reviewed schedule of the WCARB rules.
 - Review Executive Director performance at the December 4, 2023 meeting.

The meeting adjourned at 5:05 p.m.