

WASHINGTON MATERIALS MANAGEMENT AND FINANCING AUTHORITY

Minutes Regular Meeting of the Board of Directors July 19, 2012

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:30 a.m. pacific time on Thursday, July 19th, 2012 at the offices of Van Ness Feldman in Seattle, Washington

Directors Present:

Gregg Chason, P & F USA, Inc.
Erik Stromquist, CTL
Mary Jacques, Lenovo
Ken Lowe, VIZIO
Mark Dabek, RE-PC
Dan Phillips, 4th Dimension Computers and Technology
John Yeider, Apple
Chipper Hervieux, Ecology

Also Present Were:

John Friedrich, WMMFA Executive Director
Nancy Young, Moss Adams, LLP
Craig Lorch, Total Reclaim

Directors Absent:

Mike Watson, Dell
Meggan Ehret, Thomson, Inc
Mike Moss, Samsung
Susan St. Germain, Dept. of Community, Trade & Economic Development

1. Call to Order.

Gregg Chason called the meeting to order at 9:31am

2. Approve minutes of the: May 17th, 2012 regular meeting of the Board

On a motion by Dan Phillips, seconded by Mary Jacques, the minutes of the May 17th, 2012 regular meeting of the Board were approved unanimously. (vote 7-0)

3. 4th quarter budget presentation and request for approval

John Friedrich referenced the hard copy of the annual budget, quarters 1-3 approved, with Q4 proposed, provided earlier to all board members. John suggested a 10% reduction in the original 4th quarter budget for purpose of reducing the current reserves on hand from 12% to 4% of the quarters estimated expenses. John explained that while the WMMFA was 2% over 2011 collection levels at the end of the 2nd quarter 2012, he projected annual 2012 levels to come in at about 3% over 2011 levels. After a general brief discussion of transportation expenses changes from 2011 on a motion by Ken Lowe, seconded by Mary Jacques, the 4th quarter proposed budget was approved unanimously as submitted. (vote 7-0)

4. Annual "review" of 2011 financial statement and WMMFA annual Report

Nancy Young of Moss Adams, LLP, Portland, OR was introduced to the Board. Nancy was the lead CPA and representative to the WMMFA for the 2009 "audit" and 2010, 2011 annual reviews. Nancy gave a brief synopsis of the 2011 financial statements and offered a summary of changes in the statement values from 2011 to 2012. After Nancy's presentation there was a discussion about the differences between a review, an audit, and an internal review. John Friedrich advised the board that a presentation of the options and cost/benefit of each option for the accountability level to be used for the 2012 statements will be on the final regular meeting board agenda for 2012.

5. Report on June and TYD Financial Results

John reviewed the collection levels, by product type, and associated costs for collection, transport, processing and administration for year to date through June 2012. There was a brief discussion about transportation expenses, television collection volume, incomplete computer volume and cost impact, market share data expense and outreach expenses going forward. John advised the Board that an outstanding manufacturer's invoices report would be provided in about a month as the WMMFA was right at the end of an invoice cycle.

6. Annual Regular Board meeting - roundtable in person reminder

Dates for the annual in person meeting (Sept 12-13) in Seattle were discussed. Topics suggested, that might best be discussed among Executive Committee and Board members, included a Standard Plan Review, member services, expense control, and member share allocation and Standard Plan 2014.

7. Matters to discuss at future meetings

No matters presented at this time

The meeting was adjourned at 9:58 am