

# WASHINGTON MATERIALS MANAGEMENT AND FINANCING AUTHORITY

## Minutes Regular Meeting of the Board of Directors August 21, 2008

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:40 a.m. pacific time on Thursday, August 21, 2008 at the offices of Van Ness Feldman in Seattle, Washington.

### Directors Present:

Mark Dabek, RE-PC  
Mary Jacques, Lenovo  
Nick Ammann, Apple Computers  
Jay Shepard, Washington Dept. of Ecology

### Also Present Were:

John Friedrick, WMMFA Executive Director  
Stephanie Scott, WMMFA Executive Assistant  
Cliff Finch  
Suellen Mele, Washington citizens for resource conservation  
Lisa Sepanski, King County

### Directors Absent:

Stacey Ward, Wal-Mart  
John Swiderski, Deer Park Computers Sales and Service  
Mike Watson, Dell Computers  
Meggan Ehret, Thomson, Inc.  
Tala El-Husseini, PC Systems & Services, Inc.  
David Thompson, Panasonic Corporation  
Mike Moss, Samsung Electronics

### **1. Call to Order.**

Mary Jacques called the meeting to order at 9:40 a.m.

### **2. Approval of minutes of the Regular Meeting: July 17th, 2008**

Discussion: There was not a quorum of directors present. Minutes from July 17th, 2008 meeting will be reviewed and voted on at the next scheduled Board meeting.

### **3. Update on the General Operating Plan**

Discussion: John Friedrich informed the Board that the General Operating Plan has been posted to the WMMFA website. A public hearing date was set for October 3rd, 2008 in Tukwila, WA from 1:00pm -3:30pm. An announcement of this hearing will be posted in various newspapers across the state of Washington.

**4. Market Share determination for Octobers Invoices**

Discussion: John Friedrich informed the Board that an outside statistical service may be hired to gather data to determine Market Share percentages per the Standard Plan. To date there is no industry wide or 3rp party provided tracking method of CEP's volume sold in terms outlined by the Standard Plan. A methodology needs to be developed by October for October invoicing.

**5. WMMFA Financial Position Report**

Discussion: Financial reporting. John Friedrich informed the Board that April's invoices are 96% collected. All nonpaid invoices were turned into the Department of Ecology. The Board was provided an Income Statement and Balance Sheet to review. WMMFA is under budgeted expenditures for the year. A third party CPA's office will be turning in an estimate to perform audits, and provide consulting for the WMMFA.

**6. Collectors, Transporters, Processors update**

Discussion: John Friedrich informed the Board that 90% of the Collectors from the original list provided by the Dept. of Ecology have been contacted. 40-50% responded. The rural areas will need to have further contact starting on or around Sept 1, 2008. Collector information is posted on the WMMFA website. John informed the Board we have received competitive bids from common carriers, and certified haulers. Transporters will be chosen competitive rates based on rates and services. To date WMMFA has one Processor under contract-IMS. Others are fulfilling the requirements to become certified Processors per the Dept of Ecology requirements. The requirements are posted on WMMFA's website.

**7. Website Update**

Discussion: John Friedrich updated Board with WMMFA website information. The General Operating Plan has been posted to the website. The flex plan application with terms, and conditions will be posted in early September and the collector section contains information and tools for collectors – including a manual and compensation agreement.

**8. Adjournment.**

Mary Jacques called the meeting to adjourn at 10:02am