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# WASHINGTON STATE LEADERSHIP BOARD

RECOGNIZING LEADERS. CULTIVATING LEADERSHIP.

## Quarterly Board Meeting Minutes (Q4)

Date: November 8, 2023

Time: 11 AM – 1 PM

### In-Person Streaming Location:

WA State Leadership Board Office

120 Union Ave SE

Suite 103

Olympia, WA 98501

### 1. Welcome/Call to Order

The regular quarterly meeting of the Washington State Leadership Board (WSLB) was held at 11:00 a.m. with streaming available at WSLB Olympia Office. It began at 11:03 a.m. and was presided over by Co-Presidents, Brian Moreno and Colin Pierce, with Conner Huey as Secretary.

### 2. Roll Call of Officers, Adoption of Agenda & Meeting Minutes

Member	Title	Organization	Present
<b>Ex-Officio</b>			
Governor Jay Inslee	Governor	Gov	
Lieutenant Governor Denny Heck	Lt. Governor	LTG	
Secretary of State Steve Hobbs	SOS	SOS	
Senator Claire Wilson	Senator	LEG	<b>X</b>
Senator Judy Warnick	Senator	LEG	
Representative Joe Timmons	Representative	LEG	<b>X</b>
Maria Sigüenza	Board Appointed Ex-Officio	WSLB	<b>X</b>
Dale Bright	Past President	WSLB	<b>X</b>
<b>Voting</b>			
Brian Moreno	Co-President	WSLB	<b>X</b>
Colin Pierce	Co-President	WSLB	<b>X</b>
Mary Cadera	Treasurer	WSLB	<b>X</b>
Conner Huey	Secretary	WSLB	<b>X</b>
Chester Baldwin	Board Governance Committee Chair	WSLB	
Olivia Sarriugarte	Compassion Committee Chair	WSLB	<b>X</b>

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Andrea Ornelas	Boundless Committee Chair	WSLB	X
<b>Non - Voting</b>			
Kyle Boyd	Director	WSLB	
Mark Gjurasic	Director	WSLB	
Andrew Johnston	Director	WSLB	X
Vivian Song Maritz	Director	WSLB	X
Tiffany Turner	Director	WSLB	X
LaTasha Wortham	Director	WSLB	
Tony Yeung	Director	WSLB	X
Allison Ball	Director	WSLB	
Suzanne Ames	Director	WSLB	X
Michael Meotti	Director	WSLB	
Cynthia Tamayo	Director	WSLB	X
Brian Conde-Martinez	Program Alumni Director	WSLB	
Reena Kaifa	Program Alumni Director	WSLB	
<b>Staff</b>			
Audrey Baker	Executive Director	WSLB	X
Amy Ubungen	Director of Programming	WSLB	X
Claire Muehleisen	Programs Coordinator	WSLB	X
Grace Ramos-Cartagena	Operations Manager	WSLB	X

- **Adoption of Agenda and Previous Meeting Minutes**

The motion to approve today's agenda and the meeting's minutes from August 9th, 2023, was motioned by Olivia Sarriugarte and seconded by Andrea Ornelas. The motion was carried.

### 3. Opening Comments

Co-president, Brian Moreno expressed gratitude for the momentum leading into the upcoming in-person Mission, Vision and Goal Setting workshop.

### 4. Treasurer's Report

Executive Director, Audrey Baker provided a detailed report on the WSLB's financial status, including expenditures, revenue, and upcoming decision packages. The WSLB is in excellent financial condition, with a projected end balance of \$173,000 in the Operating Account and \$329,000 in the License Plate Account. The WSLB has also budgeted for a part-time employee to coordinate and administer the Team S.A.M. and Boundless Washington programs.

In other news, the Board Governance Committee is considering removing the treasurer position as it is deemed redundant. The financial responsibilities are already being executed by the staff's team, and the efforts of the treasurer and finance committee members could be better utilized in other areas.

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## 5. Committee Reports

- **Executive Committee**

Co-President, Brian Moreno reviews the WA Leadership Awards and the exciting conversation regarding the current nominees, as well engaging the board for future nominations in hopes of accurately representing the leadership displayed throughout WA state. Co-President, Brian Moreno presented the board engagement survey results and noted the strong bias to action and interest in tangible outcomes. Presidents' Colin and Brian explain the intention behind the upcoming Mission, Vision and Goal setting workshop and highlight that the focus of this workshop will be on broader strategies and that lead into incremental improvement.

- **WA World Fellows Committee**

Co-President and Chair of the WA World Fellow Committee, Colin Pierce shares exciting news about the Washington World Fellows Committee's new program, the Domestic Advocates Program, which is designed for students who may not be able to travel. The program focuses on advocacy and includes post-secondary and college preparation, leadership development, and global exchange. The team spent time researching state statutes to ensure that the program is well within the statutes, and the applications are now open for both the International Ambassadors Program and the Domestic Advocates Program.

- **Boundless WA/Team SAM Committee**

Chair of Boundless WA/Team SAM Andrea Ornelas reports that both the programs have undergone changes, with the Boundless Washington Summer Adventure set to be piloted in Eastern Washington this summer and a part-time program coordinator being recruited to manage both programs. Both program applications are open and Boundless Washington applications close on December 18th and Team SAM applications close on December 31st.

- **Compassion Scholars Committee**

Chair of Compassion Scholars, Olivia Sarriugarte reports that student and mentor applications for next year's cohort have closed! The committee is finalizing their rubrics and hope to announce the newest cohort at the end of this month. After the cohort is selected the committee will be moving onto planning for next year's cohort trip.

- **Legislative Affairs Committee**

Executive Director, Audrey Baker announces the second annual Day on the Hill event, which will take place in Olympia on February 22nd, 2024. The event is an opportunity for students to educate legislators on their programs and for board members to meet program participants. The event is a wholesome and meaningful experience for students and board members alike. The event falls on the same day as the WA Leadership Awards and the Quarter 1 Board Meeting of year 2024.

Executive Director Baker also shares that Ex-Officio Skyler Rude will be stepping down from the board, and the board will receive a new representative assigned from his

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caucus soon. Our warmest and sincerest thank you to Representative Rude who has been appointed to the board for several years.

## 6. Business

### a. 2024 Board Meeting Schedule

- Thursday, February 22, 2024
- Thursday, May 23, 2024
- Thursday, August 22, 2024
- Thursday, November 21, 2024

### b. Vote

The motion to approve the meeting schedule as listed above was motioned by Mary Cadera and seconded by Andrea Ornelas. The motion was carried.

The board approved the 2024 meeting schedule, with some members noting potential conflicts that need to be addressed. A poll will be sent out to gather more feedback on scheduling, however with upcoming deadlines approaching the tentative schedule has been approved.

## 7. Announcements & Discussions

### a. Leadership Pillars Presentation

#### Introduction of Leadership Framework and Curriculum Development

Executive Director Baker and Director of Programming, Amy Ubungen introduce the WSLB's leadership framework and curriculum to the board, with the aim of improving the organization's leadership development taught within their programs. Director Ubungen continues to explain the history and purpose of the leadership pillars, which were created to provide consistent quality programming across all WSLB programs. The pillars were developed based on input from different leaders in various areas and are used to teach leadership traits to students in different programs.

#### Board Member Involvement in Leadership Curriculum

Programs Coordinator, Claire Muehleisen notes that board members can participate in the leadership curriculum by sharing information and resources through a Google Drive folder. Claire shares an overview of the resources available in the Google Drive folder, including a form to submit relevant documents or links. The board can also contribute to the speaker series and recognize individuals who exemplify the leadership pillars.

## 8. Public Comment

No public comment was made.

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## 9. Closing Remarks & Adjournment

Co-President, Brian Moreno moved that the meeting be adjourned, and this was unanimously agreed upon at 12:17 p.m.

### MINUTES SUBMITTED BY:

*Grace Ramos-Cartagena*

Grace Ramos-Cartagena, Operations Manager

### MINUTES APPROVED BY:

*Conner Huey*

Conner Huey, WSLB Secretary

*Brian Moreno*

Brian Moreno, WSLB Co-President