Call to Order at 4:00 pm PT

Roll Call
Directors: Liane S., Rosa A., Lupita B., Jan D., Ginger B., Lueretha B., Carolyn P., Cheryl F., Jim W.,
Corporate Officers: Pamela K., Jim C., Shannon H.

Board Officers
The following officers were elected by acclamation:
• Chair: Cheryl F.
• Vice Chair: Ginger B.

Corporate Officers
The following officers were elected by acclamation:
• President: Pamela K.
• Vice President: Jim C.
• Secretary: Shannon H.
• Treasurer: Carolyn P.

Non-Participating Director
Jim W. was reelected as non-participating director

Executive Committee Members
• President
• Vice President
• Chair
• Vice Chair
• Treasurer
• Secretary
• Non-Participating Director

2016 - 2017 Director of the Month (DOM) Schedule
2016
• August: Ginger B.
• Sept: Carolyn P.
• Oct: Cheryl F.
• Nov: Lupita B.
• Dec: Liane S.
2017
• Jan: Rosa A.
• Feb: Jan D.
• Mar: Lueretha B.
• April: Cheryl F.
• May: Carolyn P.
• June: Lupita
• July: Liane S.

**Board Liaison Assignments**
- Finance: Carolyn P.
- Sponsorship: Lueretha
- Convention: Ginger B.
- Special Needs: Liane S.
- Literature: Ginger B.
- Policy Manual: Jan D.
- Urgent New Business: Cheryl F.
- Website: Pamela K.
- Agenda: Cheryl F.
- Public Information: Lupita B. and Rosa A.

**Bimonthly Executive Committee Meetings:**
- Held third Wednesday of the Month at 5:00 pm PT
- Schedule: 2016: August 17, October 19, Dec 21; 2017: Feb 15, April 19, June 21

**Quarterly WSO Board Meetings**
Meetings are held on the fourth Saturdays of the month at 7:00 am PT via teleconference (additional meetings may be called as needed):
- October 22, 2016
- January 28, 2017
- April 22, 2017

NOTE: Board liaisons need to send reports to Chair and WSO 10 days before scheduled meeting: October 12, January 18, and April 12

**Strategic Planning (SP) Meeting**
Next SP meeting was called for Sept 10, 2016 at 8:00 am PT

**Mentors for New Directors**
- Liane to mentor Jan D.
- Cheryl to mentor Rosa
- Ginger to mentor Lueretha

**Convention Liaison and Co-Liaison**
Ginger B. will serve as Convention Liaison and Jan D. volunteered as Co-Liaison
**Convention Workshops**
WSO Board members volunteered to audit workshop recordings for compliance with CEA-HOW guidelines and philosophy and clarity of recording.

**Adjournment at 4:50 pm PT**

Minutes submitted by
Shannon H., Secretary

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