

WHATCOM COUNCIL OF GOVERNMENTS
BOARD MINUTES
MAY 31, 2023

IN ATTENDANCE (IN PERSON OR VIA ZOOM):

MEMBERS VOTING: **Bellingham:** Seth Fleetwood, Michael Lilliquist (Vice-Chair), Edwin “Skip” Williams; **Blaine:** Richard May; **Everson:** John Perry; **Ferndale:** Greg Hansen (Secretary/Treasurer); **Lynden:** Scott Korthuis (Chair); **Nooksack:** Kevin Hester; **Sumas:** Bruce Bosch
EX OFFICIO: None

GUESTS None

STAFF Ron Cubellis, Hugh Conroy, Melissa Fanucci

A. CALL TO ORDER

Ms. Fanucci determined that a quorum was present, and Chairman Korthuis called the meeting to order at 3:03 p.m.

B. PUBLIC COMMENT

None

C. AGENDA ADDITIONS

None

D. CONSENT AGENDA

Minutes of May 10, 2023

The consent agenda included the minutes of the meeting of May 10, 2023.

APPROVED AS PRESENTED BY UNANIMOUS CONSENT

E. BUDGET REPORT

Mr. Cubellis presented the budget report for March 2023.

F. OLD BUSINESS

Executive Director selection process update

Mr. Korthuis reported that the selection sub-committee had interviewed the current Planning Director, Hugh Conroy. The sub-committee unanimously recommended offering the position of Executive Director to Mr. Conroy.

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MOTION: Mr. May moved, second by Mr. Hansen, to offer the position of WCOG Executive Director to Mr. Conroy effective June 1, 2023.

MOTION PASSED

At 3:08 p.m. Mr. Conroy joined the meeting.

G. NEW BUSINESS

1. Updating the authorized signers on WCOG bank accounts

Mr. Cubellis referred the board to the memo in the packet outlining the need to update the authorized signers on the WCOG's two accounts at KeyBank when there is a change in the board chair or executive director.

MOTION: Mr. Hester moved, second by Mr. Williams, to authorize the following individuals to sign on KeyBank account numbers 479681254393 and 479681254401:

Scott Korthuis, Board Chair
Hugh Conroy, Executive Director

MOTION PASSED

2. Budget amendment 2023-1

Mr. Cubellis described the proposed budget amendment, as follows:

The International Mobility & Trade Corridor program received a \$458,000 grant from the Office of the Secretary of the U.S. Department of Transportation. The purpose of the grant is to evaluate technologies to replace and improve the aging border wait time systems. Staff estimates the consultant contract will be \$350,000. The remainder is for staff wages. The staff time is currently budgeted. The consultant expense is not. Fiscal impact: revenue +\$350,000; expense +\$350,000

MOTION: Mr. Lilliquist moved, second by Mr. Williams, to adopt WCOG Budget Amendment No. 2023-1, as presented.

MOTION PASSED

3. Executive Director Conroy's starting salary

Mr. Korthuis reminded the board of former Executive Director Wilson's recommendation for Mr. Conroy's starting salary should he be hired for the position. The recommendation of \$143,375 is Grade 32, Step E on the WCOG 2023 salary matrix.

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MOTION: Mr. Williams moved, second by Mr. Bosch, to offer Mr. Conroy \$143,375 as a starting salary.

MOTION PASSED

Mr. Conroy agreed to the starting salary.

I. ACTING EXECUTIVE DIRECTOR'S REPORT

Mr. Cubellis informed the board that the annual Financial statement and federal grant compliance audits for 2022 would be beginning June 12th.

J. CORRESPONDENCE

None

K. BOARD OPEN FORUM

No discussion or announcements


L. ADJOURN

There being no further business, the meeting adjourned at 3:15 p.m.

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Greg Hansen
Secretary-Treasurer

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Hugh Conroy
Director

Approved October 11, 2023