MASS WORKFORCE ASSOCIATION
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Massachusetts Workforce Association
Board of Directors Meeting Minutes
Stan Usovicz, Chair
Tuesday, June 21, 2022, 11:30 a.m.

Attendees (all via Zoom):
Karen Pelletier, *Worcester Regional Chamber of Commerce*
Valerie Sutton, *Harvard Graduate School of Education*
Maddrey Goode, *MassHire Boston Career Center*
Dave Gadaire, *MassHire Holyoke Career Center*
Robert Bower, *MA AFL-CIO/CLU*
Stan Usovicz, *Verizon/MassHire North Shore Workforce Board*
Karen Pelletier, *Worcester Regional Chamber of Commerce*
Robert Corley, *Neighborworks Housing Solutions*
Lauren Jones, *Massachusetts Business Roundtable*
Vera Sostre, *Falcon Hotel Corp., Sheraton Springfield*

Staff:
Tonja Mettlach, *MWA Executive Director*
Raija Vaisanen, *MWA Associate Director*

Chair's Welcome and Introductions, *Stan Usovicz*

- Stan called the meeting to order and the board went around with everyone introducing themselves.

Approval of March Meeting Minutes, *Stan Usovicz*

- Stan reminded board members that the March meeting minutes were included in their board packet and asked members to review.
- VOTE: Motion to approve the March 2022 board meeting minutes (Robert Bower move, Maddrey Goode second).
    - Unanimous support

Welcome and Introduction of New Board Member, *Maddrey Goode*

- Maddrey introduced Vera Sostre and read Vera's bio: Vera Sostre is the Area Director of Training & Human Resources at the Sheraton, Springfield. Vera has over 30 years of experience in a number of high profile executive roles, including improving and advancing operational efficiencies, human resources management, and strategic planning and hospitality management. She also has a deep passion and enthusiasm for nurturing,

mentoring young leaders, and making a positive impact in her community. Vera was nominated by the MassHire Hampden County Workforce Board.

- VOTE: Motion to accept Vera on the MWA Board for a 3 year term (Bob Bower move, Maddrey Goode second).
    - Unanimous support

Treasurer's Report, *Tonja Mettlach and Jim Oliveira*

- Stan turned the meeting over to Tonja to discuss the FY22 financials and proposed FY23 budget and membership dues.
- Tonja provided an update on the FY22 financials which were included in the board packet. To date MWA has collected $190,001 (100%) of the FY22 membership dues, has received all of the WTF (workforce training fund) funding but is still waiting on the PV for the rest of the DCS funding. In addition, MWA budgeted for $1,500 in affiliate member income, which we collected, and Raija was able to secure some outside contract work, netting an additional $3,000 for MWA. Tonja also informed the Board that MWA will end FY22 under budget and that updated numbers will be provided to the Board before the September board meeting once everything is reconciled after June 30th.
- Tonja then provided an update on the FY23 proposed dues and budget:
    - Attached to the board packet was the proposed MWA FY23 budget and membership dues. For FY23 we are estimating income of $421,000 and expenses of $396,000 with $25,000 in net income. This budget will include a COL increase and salary increase for the Associate Director and a COL increase for the Executive Director.
    - FY23 proposed dues include no increase in the total sixteen workforce regional membership dues we are seeking to collect ($190,000). Based on the formula to calculate dues for FY23, 5 regions will see their dues decrease and 11 will see increased dues of no more than 4.5%.
- VOTE: Motion to accept FY23 MWA Dues Structure (Valerie Sutton move, Karen Pelletier second).
    - Unanimous support except Lauren Jones who abstained.
- VOTE: Motion to accept FY23 MWA Budget (Valerie Sutton move, Karen Pelletier second).
    - Unanimous support

Adjournment

- Given technology issues, Stan decided to end the meeting and skip the final updates. He thanked Board members for their participation.
- VOTE: Motion to adjourn and to meet again in September (Robert Bower move, Maddrey Goode second).