

**Wallcovering Installers Association**  
December 1, 2020 | Board of Directors Meeting  
Minutes

**Call to Order:**

The video meeting was called to order by Michael DiGilio, C.P., President, at 8:08 PM ET. Roll call was taken.

**Present:**

Michael DiGilio, C.P., President  
Steven Kaye, C.P., Vice President  
Gary Lucas, C.P., Secretary  
Shelly Wilkins, C.P., Treasurer  
Vincent LaRusso, C.P., Immediate Past President  
Michael King, South Region Director  
Jeanette Gilbreath, South Region Alternate Director  
Richard Manougian, Northeast Region Director  
Dennis George, C.P., West Region Director  
Kevin O'Donnell, Central Region Director  
Michelle Corl, Mid-Atlantic Region Director  
David Dubose, Central Region Alternate Director  
Joanne Berwager, Associate Co-Chair  
Greg Laux, Associate Co-Chair

**Staff:**

Nancy Terry, Director  
Kelley Millar, Event Manager

**Approval of the Agenda:**

Mr. DiGilio, C.P., called for a motion to approve the agenda. As Ms. Millar was attending the meeting to report on Convention, it was agreed to move that report up to first.

- **ACTION:** A motion was made to approve the agenda. The motion was seconded and passed unanimously.

**Secretary's Report:**

Mr. DiGilio, C.P., called for a motion to approve the September 29, 2020 minutes with the change noted.

- **ACTION:** A motion was made to approve the minutes from the Board of Directors meeting from September 29, 2020. The motion was seconded and passed.

**Convention Committee Report:**

Ms. Millar and Mr. O'Donnell reported on the in-person convention planning. Attendance concerns remain due to the pandemic and social distancing requirements as social distancing would reduce the number of attendees significantly. Sponsorship is almost zero due to this as well. An overall concern over the ability to keep people safe from the spread of Covid was expressed. Discussion was had on presenting a virtual meeting in 2021 and focusing on an in-person meeting for 2022 in NOLA. With the monetary success of the one day virtual event in 2020, the board agreed with the recommendation to keep the meeting virtual in 2021.

**Treasurer's Report:**

Ms. Wilkins provided financials and shared that currently, the group appears to be in a stable financial condition.

- **ACTION:** A motion was made to approve the financial report. The motion was seconded and passed unanimously.

**Member Services Committee Report:**

Report as submitted.

**Communications Committee Report:**

Report as submitted.

**WIAF Committee Report:**

A report was not submitted however a balance report has been included with the financials.

**Nominations/Elections Report:**

No Report submitted.

**Craftsmanship Awards Committee:**

Report as submitted. Program currently on hold but will consider an alternative.

**Membership Awards Committee Report:**

Report as submitted.

**Associate Member Committee Report:**

Report as submitted. It was noted additionally that e-commerce is very strong and staffing is difficult.

*Boutique Manufacturers Task Team:*

Report not submitted.

**Education Committee Report:**

Report as submitted. It was reiterated that the video requirement was a challenge. Quality of the video provided was low and unusable. Mr. Laux and Mr. DiGilio have a plan for this element.

**Website Report:**

Report as submitted. Website usage is up 36%.

**Marketing Committee Report:**

Report as submitted.

**Region Reports:**

**South:** Report as submitted.

**Mid-Atlantic:** Report not submitted.

**Central:** Report as submitted.

**Northeast:** Report as submitted.

**West:** Report not submitted.

**New Business:**

It was recommended that we consider a company membership in addition to the individual installer membership.

Being no further business . . .

- **ACTION:** A motion was made and seconded at 9:39 PM ET to adjourn the Board of Directors meeting. The motion passed unanimously.