

## **Grays Harbor Historical Seaport Authority**

Board of Directors Meeting Minutes for October 23, 2018

Board Members Present: Dave Douglass, Scott Reynvaan, Jamie Nichols, Grant Hoehn, Alex Kluh, Jim Minkler, Tawni Andrews

Staff Present: Brandi Bednarik, Mikayla Lavender

Public Present: Bob Esposito, Kathi Prieto

Meeting was called to order by President Dave Douglass at 6:30 p.m.

**MTA** Dave/Grant – Minutes of the August board meeting. Motion carried

Treasurer's Report: All details of the October report were reviewed and approved by the Board on 10/23/2018 in their separate components (as follows).

**MTA** Tawni/Jim – Payables \$75,589.31 (vouchers: 10492; 10494-10510; 10510-10513, 10515; 10521-10565) Motion carried

**MTA** Jim/Tawni – Credit Cards \$21,543.11 (vouchers: 10493; 10509; 10514) Motion carried

**MTA** Grant/Tawni – After the Fact \$3,087.50 (vouchers: 1649-1651, Excise0918; DonPro0918A, DonPro0918B, ShopRef1003, VendiniCHBK; 400-404; 344-361; REF092718, REF100118; 1964-1973) Motion carried

**MTA** Scott/Jim – Payroll and Payroll Taxes \$86,285.54 (vouchers: DDEP101018, 10503-10508, 941101018; DDEP102518, 10516-10520, 941102518, LIQtr318, UnEmpQtr318) Motion carried

**MTA** Grant/Tawni – Transfers \$195,943.74. Motion carried

September financials were presented by Brandi. She provided an overview of the Income Statements and Comparative Balance Sheets in detail. Restricted cash is up because of the SSNW payout we received. Payables are up because of the maintenance bills we received. HC Loan is down to \$470,111.87. Public sailing is up while Education is down. Education numbers are down due to the fact that we can't have TWBM people onboard. Payroll is up from budgeted because of the crew requirements that have changed recently. Our donations are up from budgeted, thanks to the Gala. All together, we made a profit of \$5,673.17 this month. Brandi pointed out how good we are doing in donations looking at the year as a whole. This time last year, if you remove the \$363K we got from the Polluck Estate, we were at \$324,113 and this year we're already at \$572,589.

Staff Reports-See attached Executive Director's report. Brandi reported that the Membership Campaign is in the mail. We're hoping for a good turnout moving forward with Amy being in office to do graphic designing for merchandise and new member's only gifts.

Seaport Landing is an approved testing site for the AB certification. Thank you SSNW. We will now be able to do testing here and charge as a small source of revenue.

There are now 5 security cameras up around Seaport Landing. Once the Spar Shop is complete (hopefully by the end of the year), we will be adding some around there.

SSNW Update-See attached report.

Old Business: Restrictive Covenant is still moving slowly.

We will move forward with the Newport claim. We have a chance of getting at least our \$50K loss in revenue back.

New Business: We are going to focus on Daniels Trucking. They want to do a 6 month lease and after that, they have the option to renew so they can get their finances in a row. Once they are comfortable, they offered to purchase within 12 months at full price.

Action Items-2019 Budget Approval: Was NOT approved. Finance committee was cancelled, therefore was not reviewed. We will try again next month.

Committee Reports:

*Executive* – There was no meeting this month.

*Finance* – There was no meeting this month.

*Facilities* – There was no meeting this month.

*Marine Operations* – There was no meeting this month.

*Development* – Created a Fundraising Plan for 2019. See attached report.

*Governance* – There was no meeting this month.

**MTA** Tawni/Dave the excused absence of Alex Kluh, Tim Howden, David Carlson, and David Cottrell. Motion carried.

Public Comment: Bob Esposito shared his experience with Tongue Point.

Motion to Adjourn by Dave/Grant. Meeting Adjourned at 8:07 pm.

Minutes submitted by Staff: Bookkeeper, Mikayla Lavender.