

Grays Harbor Historical Seaport Authority

Board of Directors Meeting Minutes for November 27, 2018

Board Members Present: Dave Douglass, Tim Howden, David Cottrell, Jamie Nichols, Grant Hoehn, Scott Reynvaan, Dr. James Minkler, Alex Kluh, David Carlson, Tawni Andrews

Staff Present: Brandi Bednarik, Mikayla Lavender, Scott Rubey, Eamon Kennedy

Public Present: Bob Esposito, Hari Sharma

Legal Counsel: Art Blauvelt

Meeting was called to order by President Dave Douglass at 6:35 p.m.

MTA Dr. Minkler/Scott – Minutes of the October board meeting as corrected to show Alex Kluh as an excused absence. Motion carried

Correspondence: The board observed a presentation from Hari Sharma on behalf of Berglund, Schmidt & Associates, Inc. This presentation was to provide a brief overview of the provided cost proposals. These proposals included the existing pier inspection, grading and drainage for the area south of the pier, design of the spar shop door, and contract document preparation and post design construction support services.

Treasurer's Report: All details of the November report were reviewed and approved by the Finance Committee on 11/27/2018. Tim reviewed Income Statements and Comparative Balance Sheets.

MTA Tim/Tawni – Payables, Payroll, Credit Card, and After the Fact expenses in the amount of \$145,982.42. Motion carried

MTA Tim/Dave Cottrell – Total Transfers in the amount of \$219,999.72. Motion carried

Staff Reports: Brandi provided updates on past and upcoming meetings with numerous political officials from both local and state offices. Discussions have been positive and they are bringing more external involvement to Seaport Landing and the need for funding. Brandi provided additional updates that were outlined in the attached Executive Director's Report (NOV 2018). Captain Eamon Kennedy provided a brief description of the proposed upcoming winter maintenance schedule. Scott provided a status update on many of the site issues to include the gutter repairs & hot water heater repair. NE Electric has moved out of the site, Aberdeen Museum has been moving materials in for restoration. Daniels Trucking has started moving into Junction City and that has tied up Dick's assistance over there. The Spar Shop is moving along

and tying up loose ends and approaching an operational status. As required by the coast guard, the new black powder boxes were fabricated by Barry's Steve Pool Service.

Old Business: Restrictive Covenant is finally moving forward and there is a meeting with Rebecca coming up soon to hopefully complete the process. Details for the upcoming strategic planning session were discussed to help prepare the board for the topics to be addressed.

New Business: The December board meeting was brought up for discussion as normal scheduling would put it on Christmas Day. Since there is a strategic planning session on December 8th it was put forth for cancellation.

MTA Tawni/Scott – Cancellation of the December board meeting. Motion carried

A meeting in January is being scheduled and board members will be vetted for their availability soon. One of the topics for January will be the discussion of the overall committee's and how to provide a more efficient organizational structure moving forward.

Action Items: Tim reviewed and the board discussed the 2019 Budget Assumptions, and the 2019 Budget plan.

MTA Tim/Tawni – Approval of the 2019 Budget Assumptions by Department (Draft 11/20/18) Motion carried

MTA Tim/Grant – Approval of the 2019 Budget plan of a Net Income (before depreciation) totaling \$54,977.00 and a Net Income (after depreciation) totaling \$-175,023.00. Motion carried

Tim and Brandi reviewed the advantages of moving our depository and credit accounts to US Bank which will allow the boats easier access to banking all along the western seaboard and while keeping other accounts here with Bank of the Pacific.

MTA Dr. Minkler/Tim – Approval to open new accounts with US Bank. Motion carried

Committee Reports:

Executive – There was no meeting this month.

Finance – Reviewed Payables, Incomes, and reports from October and November.

Facilities – See November's Facilities Update. There was no meeting this month.

Marine Operations – See November's Operations Update. There was no meeting this month.

Development – Current focus is on Winterfest. There was no meeting this month.

Governance – There was no meeting this month.

Public Comment: Bob Esposito expressed his opinions regarding the separation of many of the Seaports different projects into possibly separate entities or individual businesses.

Recessed to Executive Session to discuss litigation with council at 8:00 pm.

Reconvened at 8:23 pm

Motion to Adjourn by Dave Douglas/Alex. Meeting Adjourned at 8:24 pm.

Minutes submitted by Secretary, David Carlson.