

Grays Harbor Historical Seaport Authority

Board of Directors Remote Meeting Minutes for March 24, 2020

Board Members Present: Grant Hoehn, David Carlson, David Cottrell, Jamie Nichols, Alex Klueh, Dr. James Minkler, Allen Henderson, Tim Howden

Staff Present: Brandi Bednarik

Meeting was called to order by President Alex Klueh at 6:31 p.m.

MTA Grant/Minkler – Minutes of the February 25th, 2020 Meeting. Motion carried.

Treasurer's Report: All details of the March 24th Treasurer's Report were reviewed and approved by the Finance Committee on 03/24/2020. Tim reviewed the recent financial situation in the comparative balance sheet. Good news is that we are surviving the current situation. The Income Statement shows that we had a few sails this month which helped. We netted a profit prior to depreciation. Expenses are as low as manageable; sails are down due to the Covid-19 situation. We are still making revenue thanks to grants, donations, and sponsors.

MTA Howden/Carlson – Total Payables, Payroll, After the Fact and Credit Cards in the amount of \$88,953.36. Motion carried

MTA Howden/Minkler – Total Transfers in the amount of \$30,000.00. Motion carried

Staff Reports: See *Executive Director's Report MAR 2020* for full details. Staff is working on emergency fundraising, Brandi reported that we made it into the capital budget for the commercial kitchen at Seaport Landing. Still waiting on COSMO regarding the water tower. Event schedule and fundraising report has been sent out. Brandi provided an update on the potential buyer for the Hawaiian Chieftain. Tongue Point is willing to conduct the repairs if they can come to an agreement on price and commitment. They will provide the potential buyer with an estimate. Brandi provided an update on the other interested parties. Dr. Minkler asked for an update on the Crew since they have been stuck in port due to the ongoing Covid-19 situation. The board discussed ways to possibly help provide some support in the form of entertainment. Brandi reviewed the nature of the Care Package in relation to funding through this tough period. Captain Trost's report was provided, he is on travel today and unable to join the meeting.

Action Items:

MTA Kluh/Nichols – Excuse the absence of Scott Reynvaan and Susan Dudley. Motion carried.

MTA Howden/Minkler – The 5 Remedial Action Grant Expenses listed below totaling in \$100,257.83. Motion carried.

-Maul Foster & Alongi 38239 – Seaport Landing Uplands \$19,204.85.

-Maul Foster & Alongi 38392 – Seaport Landing In-Water \$63,221.48.

-Maul Foster & Alongi 38436 – HBM Survey \$6,124.00.

-Watershed Science 19-041-03 – Technical Analysis and Reporting \$2,120.00.

-Zipper Geo 3634 – Geotechnical Analysis \$9,587.50.

Brandi reviewed the current water tank lease rate and proposed a more manageable means of charging for the usage. It was proposed to change from utilization to a flat rate.

MTA Henderson/Cottrell – Approval of the Lease Rate for the Seaport Landing Water Tank at a flat rate of \$1000 per month. Motion carried.

Brandi reviewed the Small Business Administration loan details and how it would benefit us during this difficult period and get us through the Covid-19 shut down.

MTA Cottrell/Carlson – Approval of Executive Director to submit an initial request for the SBA Loan and the Executive Committee to approve any resulting agreement. Motion carried.

Committee Reports:

Executive – Nothing to meet on currently, next meeting TBD.

Finance – Reviewed Payables, Incomes, and reports from March. Next meeting is April 28th at 5pm. Brandi reviewed some tenants concerns to pay their lease during the Covid-19 situation. The Finance committee made the proposal that if a tenant needs extra time that a payment plan could be accommodated.

Facilities – No meeting this month, the committee made some attempts to get the city to come out and evaluate the on-site leak. Brandi let them know the turf stored on site is leaching into the ground. Overall, no response back from the city currently. Next meeting TBD.

Vessel Advisory – Reviewed Captain Trost's Vessel Report. Committee met after the last board meeting to discuss pulling the Chieftain into Aberdeen but with such interest in the vessel sale, it makes more sense to leave it in Astoria at this time. Brandi reported on a fine/penalty from a

previous trip into Canada that is under review. She is not sure currently why this has been sent to us. David Cottrell brought up a need to show appreciation and awareness of the crew's current predicament. Brandi provided an update on the ship's cook and his situation. The board discussed ways to show support. Next meeting TBD.

Fundraising – Committee did meet and discussed upcoming spring and summer events. Details can be found in the *Executive Director's Report MAR 2020*. Next meeting TBD.

Public Comment: David Douglas said hello and wished everyone well. He is happy to hear that we are getting through these difficult times. He looks forward to resuming participation in the near future.

Motion to Adjourn by Hoehn/Kluh. Motion Carried.

Meeting Adjourned at 7:29 pm.

Minutes submitted by Secretary, David Carlson.