

Grays Harbor Historical Seaport Authority

Board of Directors Meeting Minutes for August 28, 2018

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

Staff Present: Brandi Bednarik, Mikayla Lavender, Scott Rubey

Public Present: Bob Esposito, Brent Meldrum, Mark Andrews

Meeting was called to order by President Dave Douglass at 6:42 p.m.

MTA Alex/Tim – Minutes of the July board meeting. Motion carried

MTA Dave/Grant – Approval of absence for Tawni from the August meeting. Motion carried

Correspondence: The board observed a presentation from Brent Meldrum on behalf of Coastal Transport LLC. This presentation was in regards to the possible leasing/purchase of the property at 712 Hagara St.

Treasurer's Report: All details of the August report were reviewed and approved by the Finance Committee on 8/28/2018. June and July financials have been caught up and were presented to the board in order. Tim reviewed Income Statements and Comparative Balance Sheets.

MTA Tim/Scott – Payables, Payroll, Credit Card, and After the Fact expenses in the amount of \$202,406.63. Motion carried

MTA Tim/David – Total Transfers in the amount of \$57,725.26. Motion carried

Staff Reports: Brandi provided updates on overall grant status (See August director's Report) and explained the challenges in dealing with the WCRRRI Grant. Alternative banking options were presented to improve the challenges in dealing with banking along the western seaboard. In particular, Depository accounts and Credit Cards are a concern with the current model. Safeco denied the insurance claim regarding the site pollution exclusion. In a major cost savings initiative, the donor software was switched to a significantly cheaper application. Unfortunately, the preceding software suite (DonorPro) has sent us a notice that there was a 10yr contract signed and it will not expire until 2020. Spar Shop is nearly complete, but now over-budget. Scott provided a status update on site issues to include the roof repairs, pier concerns, and storm drains. The new video security system is coming online.

Old Business: Still waiting on the DOE for the Restrictive Covenant. We are further examining the proposal from Coastal Transport LLC in regards to the Junction City property.

MTA Scott/Dr. Minkler – Consult with Art in the legal assessment of the Junction City offer.
Motion carried

New Business: Laura Rust has finished her term and the position of Secretary. David Carlson volunteered for the position and was elected unanimously. Brandi advised the board of a pending Jones Act Claim. Two external suggestions were brought up for discussion including the renaming of a longboat in memory of Josephine (Riggs) and the possibility of relocating the “Pourhouse” from downtown Aberdeen to Seaport Landing.

Action Items: Discuss and determined that the need for new equipment for Seaport Landing was necessary.

MTA Dr. Minkler/Scott – Approval of an Equipment Loan (Resolution NO. 08-28-2018-1) Motion carried.

Committee Reports:

Executive – Met with Hank and discussed crewing shortage.

Finance – Reviewed Payables, Incomes, and recently updated reports from June and July.

Facilities – See August Facilities Update. There was no meeting this month.

Marine Operations – See August Operations Update. This month’s meeting was via phone call and Brandi, Hank, and David discussed future planning for 2019 operations.

Development – Current focus is on the Sep GALA to raise funding. (Please invite people!) There was no meeting this month.

Governance – There was no meeting this month.

Public Comment: Bob Esposito expressed his opinions of the longboat names.

Moved to Executive Session to accommodate employee evaluation at 9:06 pm.

Returned to Order at 9:47 pm

Motion to Adjourn by Dave/Grant. Meeting Adjourned at 9:50 pm.

Minutes submitted by Secretary, David Carlson.