

Grays Harbor Historical Seaport Authority

Board of Directors Meeting Minutes for September 25, 2018

Board Members Present: Dave Douglass, Tim Howden, Jamie Nichols, Grant Hoehn, Alex Klueh, David Carlson, Tawni Andrews

Staff Present: Brandi Bednarik, Mikayla Lavender

Public Present: Bob Esposito

Meeting was called to order by President Dave Douglass at 6:34 p.m.

MTA Tawni/Tim – Minutes of the August board meeting. Motion carried

Treasurer's Report: All details of the September report were reviewed and approved by the Finance Committee on 9/25/2018. August financials were presented to the board. Tim provided an overview of the Income Statements and Comparative Balance Sheets.

MTA Tim/Grant – Payables, Payroll, Credit Card, and After the Fact expenses in the amount of \$181,221.90. Motion carried

MTA Tim/Alex – Total Transfers in the amount of \$248,702.46. Motion carried

Staff Reports: Brandi provided the results from the first brunch gala which was a success for the team. The team was able to spend less than budgeted and received more than estimated. This resulted in a gain of approximately \$10,382.59 for the support of the organization. The future planning of the annual gala included trying different locations in the future. This will allow for inclusiveness to the many donors that support the organization all up and down the west coast. Brandi reported on the stalled status of the Alder Tree harvest at Junction City. Brandi provided some recent findings from a conference in Tacoma in relation to securing alternative funding for Seaport Landing. Lastly, CCAP has requested temporary usage of some space at Seaport Landing, there will be more details to come before any decisions are made.

Old Business: Restrictive Covenant process is still moving forward... slowly, but forward. Junction City has had more offers come in. We are to review all of the different offers and compare legal considerations before moving forward. Some initial budget plans have been presented for 2019 for the board to read and consider for future discussions. We reviewed the total financial damages resulting from the Newport incident, issue is still under investigation.

New Business: Sea School Northwest and the TWBM program are being updated to include a modified online only portion to train student's basic information before they come onboard. This will result in an easier learning curve as opposed to trying to learn too much on day one.

Committee Reports:

Executive – Met to administer the executive director’s annual review.

Finance – Reviewed Payables, Incomes, and financial reports from August. Discussed possible JC property sale options.

Facilities – Reviewed quotes for the roof repairs at Seaport Landing. Generated a new priority list to accommodate ever changing maintenance actions required to sustain the site.

Marine Operations – Coast Guard is demanding a new third party Rig inspection for the Hawaiian Chieftain. Potentially threatening to park the boat until this happens.

Development – Currently working on plans for Halloween and eventually Winterfest.

Governance – There was no meeting this month.

Public Comment: Bob Esposito expressed a suggestion about us conferring with previous Coast Guard contacts regarding the rig inspection.

Moved to Executive Session to accommodate personnel matters at 8:00 pm.

Returned to Order at 8:34pm.

MTA Alex/Tim – The adjustment of the Executive Directors annual salary to 68,000 per year.
Motion Carried

Motion to Adjourn by Alex/Grant. Meeting Adjourned at 8:37 pm.

Minutes submitted by Secretary, David Carlson.