Grays Harbor Historical Seaport Authority Board of Directors Meeting

Board Meeting Minutes: February 29, 2024

Board Members Present: Dave Douglass, Liz Ellis, Tim Howden, Jamie Nichols, Regina Haney, Denver Robbins, Scott Reynvaan

Staff Members Present: Brandi Bednarik, Bailey Cavender, Katherine Pogue, and Marlin

Guests: Sam Riggs, Ralph Hogaboom, Vanessa LaValle, Ashlee Mitchell, Cindy Sherman

Meeting was called to order at 5:34 pm by President Dave Douglass.

Item 1: Approve Agenda. Carries.

Item 2: MTA of Minutes as amended for February 1, 2024. Liz/Jamie. Carries

Item 3: Treasurer's Report for February. Tim

MTA Payables, After the Fact. Payroll and Taxes of $56,345. Tim/Liz. Carries

MTA Total Transfers of $7,848.50. Tim/Liz. Carries.

Income Statement Loss of 58,860 budgeted loss of 21,648. Annual training was completed in January instead of later in the year. Grants and donations are under budget.

Item 4: Committees and Goals

4a. Executive Committee (Dave). Has not met. Dave will send out a meeting date.

4a.1 The committee will meet March 13 at 5:30 to review policies and Charter.

4a.2 The board will also consider increasing the number of board members from 12.

4b. Finance Committee. (Tim)

4b.1 Projected cash flow is currently $28,000 and $20,000 going into April.

4c. Facilities/Vessel Advisory Committee didn't meet.

4c.1 The Seaport is waiting on Standard Truss to offer a proposal.

4c.2 There will be an open house in May/June hosted by the environmental consultants.

4c.3 The Committee will focus on projects and long term maintenance.

4d. Board Committee (Regina)

4d.1. About half of the new board member applications have been turned in. Expecting 7 applications.
4d.2. Recommend waiting until the April meeting to have elections. There will be 2 open positions. 1 for Treasurer and 1 for VP. There will be more information about the vote at the March meeting.

MTA. Voting on new positions in April. Liz/Regina. Carries.

4e. Fundraising (Denver)

4e.1. Fundraising Event Options in conjunction with Lady Washington ports of call developed by staff and reviewed by committee.

4e.2.Grant report shows some awards and many grant applications in the works or in review.

4e.3. SEO (social media) outreach is looking good. The new website should be up and running soon. https://historicalseaport.org/

5. Staff Reports.

5a. Brandi. Seaport needs to revisit its donation policy especially regarding donated items.
5a.1. A Donations Committee will be formed chaired by Dave. Surplus items require the vote of the board.
5b. Brandi. The State Auditor requires a full inventory. This should be completed this summer.
5c. The Aberdeen Sunday Market. Brandi would like to contact them regarding use of the Seaport. Liz will email the Market's contact information to Brandi.
5d. Bailey is working on programming for Seaport Landing, including child friendly sea chanties.
5e. Bailey is also working to archive photos and documents.

8. Old Business

8a. Strategic Planning. Staff will contact George, who has worked on the current plan, once new board members are on board. Aberdeen's Mayor Orr would like to attend.

9. Public Comment. Sam and Vanessa.

10. Good of the order: Scott is meeting with the Executive Director of the Seaport Alliance in March.

11. Move To Adjourn. 7:11 PM Dave/Liz. Carried.

Next Board Meeting: March 28, 2023, at 5:30pm PST