Grays Harbor Historical Seaport Authority Board of Directors Meeting

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

Excused. Denver Robbins

Staff Members Present: Brandi Bednarik, Bailey Cavender

Guests: Vanessa LaValle, Tom Leahy

Meeting was called to order at 5:39 pm by President Dave Douglass.

Item 1: Approve Agenda. Tim/Jamie. Carries.

Item 2: MTA of Minutes from March 28, 2024. Tim/Jamie. Carries

Item 3: Treasurer's Report for March. Tim

MTA payables, after the fact. Payroll and Taxes of $75,844.55Tim/Liz. Carries

MTA Total Transfers of $11,512.54 Tim/Liz. Carries.

Income Statement as of the end of March shows a continuing operating loss due to grant fund re-imbursements being delayed and low seasonal revenues. However, the loss of $47,000 is less than what was budgeted ($83,000) and less than last year ($68,000). The balance sheet is similar to last month.

Item 4: Committees and Goals

4a. Executive Committee (Dave).

41.1 The Executive Committee is ready to make a recommendation to the board regarding the Executive Director's annual review later tonight in executive session.

4a.2 Waiting to onboard new board members before restarting discussions on revising policies.

4b. Finance Committee. (Tim)

4b.1 Project cash revenues at the end of June to be in the neighborhood of $64,000.

4c. Facilities/Vessel Advisory Committee (Brandi/Dave) Committee did not meet.

4c.1 Environmental. Tribal notices have been sent out for the draft cleanup plan and the comment period is closing for proposed work. Any comments will be incorporated into the draft and work is expected to start in the next few months. The planned open house for May or June will likely be later in June.

4c.2 The Lady has her Certificate of Inspection. There is a crack in the foremast which will be replaced in October. The first sail with paying passengers will be a sail to Seattle. Ticket sales are still low which is normal for this cold weather shoulder season.

4d. Board Committee (Brandi/Regina)

4d.1. .5 applicants are being recommended to the board and the Mayor to join as board members. All applicants should send an email letter asap this week to Mayor Orr c/o Brandi stating their interest in serving and a summary of strengths and skillsets that will be beneficial to the board.

MTA board nominees. Liz/Tim. Carries.

CR Johnson, Cindy Sherman, Ashlee Mitchell, Eric Utterback, and Vanessa LaValle.

4e. Fundraising (Brandi) The next meeting is May 8th at 5:15 PM

4e.1.Brandi attended a very useful Interpretation workshop at a Maritime WA meeting. She is asking the board to join her for a training where board members will talk about What makes the Seaport special? Why care? And, each of us coming up with an elevator pitch we can use to promote the work and vision for the seaport.

4e.2. Fundraising Events. Brandi is collaborating with the Foss Waterway in Tacoma and the Virginia V association in Seattle to have joint fundraising events.

4e.3. The next grant report will have a report of prior grants that are in the works and that provide current income.

5. Staff Reports.

5a. Bailey has been updating the old Seaport web and adding photos to social media. She is making progress with exhibit signage and has reached out to Harbor High to have an education program.

5b. The Peasley longboat had a shake down sail from Aberdeen to Westport and is currently tied up at dock in Hoquiam awaiting a trailer ride back to the Seaport.

5c Brandi talked about the DNR lease coming due along with boat insurance and medical insurance for staff.

6. New Business. None

7. Old Business. Let Brandi know available dates for June so a Strategic Planning session can be scheduled.

8. Public Comment. None.

9. Executive Session. Adjourned to discuss employee matters at 6:52

10. Reconvened meeting. 7:34.

MTA an increase in pay for the Executive Director by 5% retroactive to June 1, 2023.

Tim/Liz. Carries.

MTA an increase in pay for the Executive Director by 3% effective June 1, 2024.

Tim/Regina. Carries.

10. Move To Adjourn. 7:45 PM

Next Board Meeting: May 30, 2024, at 5:30pm pacific time