Minutes

Grays Harbor Historical Seaport Authority Board of Directors

BOARD MEETING – Thursday, July 31st, 5:30 to 7:00 PM

Meeting called to order by Dave Douglass – 5:30 PM
Board Attendees in Person – Dave Douglass, Liz Ellis, CR Johnson, Cindy Sherman
Board Attendees Virtual – Denver Robbins, Regina Haney, Susan Ogilvie
Staff in Person – Brandi Bednarik
Guests Virtual – Jessika Tantisook

Item 1: Agenda

Item 3: Action Items - Dave

3a. MTA Douglass/Robbins Approval of Minutes – June 12th - Motion Carried
MTA Douglass/Ellis Approval of Minutes – June 26th – Motion Carried
3b. MTA Douglass/Ellis - Excuse Vanessa LaValle – Motion Carried

Item 4: Committee Reports
Finance Committee – Cindy – Met last night

4a. July 2025 Treasurer's Report
Sherman/Douglass MTA Payables, After the Fact, and Payroll and Payroll Taxes $134,862.97 – Motion Carried
Sherman/Ellis MTA Transfers $6221.63 – Motion Carried
4b. June 2025 Financials
Cindy reviewed the balance sheet and income statements. Reviewed payables and payment plan.
4c. Finance Committee Report

- Cash flow – Cash flow remains tight, but we have been able to juggle as we have six grant reimbursements
- Discussed capital grants
- Counting on fundraising to get through this year
- The line of credit is still waiting on the loan subordination from SBA who is waiting on the insurance company for an accord form.

Executive Committee – Dave – No Meeting Scheduled

4d. Board and Seaport Policies
4e. Board Recruitment, Engagement, and Onboarding
4f. Strategic Goal Updates
4g. Annual Conflict of Interest Forms – Still need Jamie

Facilities/Marine Ops – Dave and Vanessa – No Meeting Scheduled

4h. Environmental Timeline and Progress Report
4i. Lady Washington Update'
Stem rot bid received late this afternoon and sent to Marine Ops Committee. We still remain within budget so no additional approvals are needed.
4j. Tenant Issues
4k. Strategic Goal Updates

Fundraising Committee – Denver – Meet 2nd Thursday of the Month

4l. Grant Report
4m. SEO and Marketing Report
4n. Strategic Goal Updates
August 16th Port Townsend fundraiser and online auction
August 23rd SlamFest
Film fundraiser moved to first week of October
Major donor updates went out
Local sponsorship request went out
‘ Summer fundraiser is live.

Item 5: Staff Reports

5a. Programs Plan – We would like board engagement on the 2026 plan
First draft of budget will be out in August

Public Comment – No Public Comment

Motion to Adjourn 7:20 PM – Douglass/Johnson

Next Board Meetings: August 7th and 28th

Join Zoom Meeting
https://zoom.us/j/93856087519?pwd=MUM3QURGS2tTQkU4T0lwRVEwUkEzQT09

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