Grays Harbor Historical Seaport Authority

Board Minutes from Thursday, August 28th, 2025

Call to Order and Introductions

Denver Robbins, Dave Douglass, CR Johnson, Susan Ogilvie, Scott Reynvaan, Vanessa LaValle, Brandi Bednarik, Cindy Sherman, Liz Ellis

Item 1: Make a motion to excuse Regina, who is absent tonight.

Agenda

Item 2: Welcome – Dave

Item 3: Action Items – Dave

- CR made a motion, Vanessa seconded. None opposed, July 10th approved
- July 31st: CR made a motion, Liz seconded. None opposed. Approval of minutes July 31st,
- Denver made a motion to approve, and CR seconded. None opposed. Fundraising Committee minutes from August 14th

Item 4: Committee Reports
Finance Committee – Cindy – Meet Wednesday Before the Board Meeting

4a. August 2025 Treasurer's Report
4b. July 2025 Financials
4c. Finance Committee Report
- Cash Flow

4d. First Read of 2026 Budget Narrative

Cindy:

Finance didn't meet last night because the numbers were not ready. There were so many fundraisers. It has been hectic.

Make a motion to approve the payables for 75835.58: CR made motion, all in favor, no discussion. Motion carries.

After the fact, $17210.79, Cindy makes a motion and CR seconds. All in favor, no discussion. Motion carries.

Cindy makes a motion to approve the payroll and payroll taxes for $16309, and Denver seconds. All in favor, no discussion. Motion carries.

Cindy makes a motion to approve $39987.95, all in favor, no discussion. None opposed. Motion carries.

Cindy reviewed the assets, and we are making improvements. Our payables went up. We are working through 6 reimbursement grants. We made a big payment to DNR and Maul Foster.

We need to make a large payment to the Shipwrights, but we are waiting on other reimbursements. For the Heritage Capital Grant, we need to pull 4 years of invoices. July was good, and August has been hard.

The upcoming projects include the re-powering of the site, the installation of electric vehicle charging stations, and the development of a commercial kitchen.

The cash flow is currently $6,000. In September, we expect to receive money from escrow and grants. Ecology amended the budget to include more investigation. We hope their process won't hold us up. We have not included the Murdock Foundation grant; it is still a maybe.

Liz raises her hand and asks about the $6000 in cash on hand. Is that from the fundraiser and event? It's what is left from all the cash activity in August.

Cindy has the first read-through of the budget for 2026. In April or May, we plan to have tours, along with crew and Coast Guard testing. We hope to be in the water by late May or early June. Marketing development and fundraising events are expected to generate revenue throughout the year. They would like to add a person to the fundraising team. We want to apply for the pier this year for sure.

Brandi asks for permission to apply for projects. As we approach the cleanup plan, DNR, QNR, and DOE will reconvene their meetings. The first year will primarily consist of obtaining permits and attending design meetings. QNR provided us with preliminary design requirements, but since they are no longer available, we will start over. The facilities committee will be involved. Once we have progressed further in the process, we will open it up to the public and hold a workshop. The DOE is officially releasing its Tribal Engagement Plan and Guidelines. This has slowed things down. Hopefully, this will be a more streamlined process.

Budget:

Fundraising: Denver - Brandi is handling multiple tasks, including creating and working on grants, with one already due tomorrow. Murdock is meeting mid-September, and they will notify us by the first week in October.

Executive Committee – Dave – Meeting Sept 23rd 5:30 PM

4e. Board and Seaport Policies – Meeting Scheduled Sept 23rd 5:30 PM
4f. Board Recruitment, Engagement, and Onboarding – Sept 23rd 6:30 PM
4g. Strategic Goal Updates
4h. Annual Conflict of Interest Forms – Still need Jamie

Valerie has joined us. Valerie came for July 4th and is along to help. We have noted that Jamie is absent, has not asked for an excuse, and has not turned in their Conflict of Interest form.

Solar feasibility information is coming forward. Will be shared by Brandi on Sept 16th. Liz wonders who the audience is. It will cover the seaport landing development as a whole. They are waiting to invite Maul Foster down until they have feedback from Quinault. Still working on a date for the next environmental meeting.

Facilities/Marine Ops – Dave and Vanessa – Next Meeting Sept 16th 5:30 PM

4i. Environmental Timeline and Progress Report
4j. Lady Washington Update
4k. Tenant Issues
4l. Strategic Goal Updates

The lady will be brought into the shop on January 1st and will be there till she's done. We have to get four years of receipts together for $80,000. By Jan 1st we have all the deposits paid and the first two months of January paid. Jimmy will set up the shop to work on spars and rigging. Right now they are outside, covered, but need to be brought inside. Pat is going to come down and get it all running. Jimmy and the longboat crew will monitor the volunteers. Every Saturday when the crew is there.

Tenant issues: Was sent to the executive committee. Art sent notice to Standard Truss. In the meantime, Aberdeen realty Chris Frye will be our realtor and will get them listed. They have been notified to clean their area. They have ten days to respond or pay. We need to get the gate fixed. Discussion of cameras and options. The security shack camera goes dead, but she is on it. Justin, our low bidder on two electrical projects, will come next week.

Dave saw a semi at the Standard Truss property. It wasn't their truck, so it may have been moving leased equipment out. They have cameras and their own security. Brandi will meet with Art and inform us what he timeline will look like.

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

4m. Grant Report
4n. SEO and Marketing Report
4o. Strategic Goal Updates

Strategic goal updates are in the staff reports. We were going to use the 16th or 23rd, maybe 23rd to restart the discussion of revisiting the strategic plan. It is budget season, so that will be helpful.

Port Townsend event: fundraiser cookout

Slam fest: 300 people at the seaport. It wasn't a rental; we helped put it out. Now, more wrestlers want to stay engaged; they had a great time. We sold the most beer ever, and then

the fireworks went off. It was an incredible event and very positive. We netted 1628. We grossed more, but had a lot of expenses.

Liz dismissed herself at 6:50 pm.

Bailey has an idea for an internet-based museum exhibit. There is a band that wants to film videos of us when we are back in the water. Foss is recommending brunch. We are also exploring other opportunities, such as Renaissance Faires and others.

Nisqually is hosting the paddle next year. Scott thinks there is potential to work together. He also recommends hosting something for the World Cup.

Additional rot was found; we need to communicate this in our next fundraiser. Behind the scenes for monthly donors as well. With Ken, we are bringing together the things we have been working on. On September 4th there is another music at the pier, and we have another food vendor. This Sunday, there is a swap meet.

RV discussion: Brandi will bring it back to the Facilities for discussion.

Item 5: Staff Reports

5a. Programs Plan

Public Comment

Adjournment

Meeting adjourned 7:21 pm 8/28/2025