**MINUTES**

# Grays Harbor Historical Seaport Authority Board of Directors

**BOARD MEETING – Thursday, September 25th, 5:30 to 7:00 PM**

***The meeting will be Virtual or Downstairs in BOARD ROOM – Zoom link below.***

**Call to Order and Introductions**

5:37 p.m., Dave calls to order. Present: Brandi Bednarik, Dave Douglass, Valerie Scanlan, Susan Ogilvie, Regina Haney, Cindy Sherman, Scott Reynvaan, Liz Ellis, Vanessa LaValle Valerie is introduced to the board.

**Item 1: Agenda**

**Item 2: Welcome - Dave**

**Item 3: Action Items - Dave**

3a. Moved and Seconded to Approval of Minutes, no discussion – August 28th and Moved by CR and Seconded by Scott: September 11th. **Motion Carried**

3b. Approval of 2026 Budget Assumptions: Dave makes a motion, CR seconded, to approve the budget assumptions; discussion ensues. In particular, the discussion was about ensuring our wages are competitive and that raises are in line with inflation. Capital budget – many of our grants weren't spent through, but we know there are, and then we will receive and spend during the year. **Motion Carried**

**Item 4: Committee Reports**

**Finance Committee – Cindy – Meet Wednesday Before the Board Meeting**

4a. September 2025 Treasurer's Report – Payable, After the fact, payrolls and taxes. Cindy makes a motion, and there is a discussion. Vanessa seconded the motion. All in favor, none opposed. **Motion passes**. Cindy makes a motion, and Dave seconds. All in favor, none opposed; **Motion carried** to approve the transfers.

4b. August 2025 Financials.

4c. Finance Committee Report

- Cash Flow

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

4d. Board and Seaport Policies – Meeting Sept 23rd 5:30 PM – Denver commented on social media policies. The auditor suggested the policies and language that were necessary. Code of Ethics. Discussion of employee policies accurately reflects the contract.

4e. Board Recruitment, Engagement, and Onboarding – Sept 23rd 6:30 PM

4f. Strategic Goal Updates

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

4g. Environmental Timeline and Progress Report

4h. Lady Washington Update

4i. Tenant Issues – ST has moved out. They sent in 1000$ and have the time to move out. They have 75% out. The inside of the building is empty.

4j. Strategic Goal Updates

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

4k. Grant Report – we can get up to 5 million. We are looking forward to having a match of the first 2 million to secure the remaining funding for the cleanup. Discussion about the cost and lengthy process of our cleanup plan. Discussion about the costs we might assume in the cleanup and what our project partners are. Scott mentions we need a stakeholder engagement meeting. We have had several, but only MFA, DNR, and DOE participated. Full cleanup costs could be 10 million. Discussion followed.

4l. SEO and Marketing Report – We met on September 11 to review the progress of our upcoming initiatives. The new event subcommittee will focus on events. Valerie expressed interest in co-chairing with Alex.

4m. Strategic Goal Updates

4n. Upcoming Events

**Item 5: Staff Reports**

**Public Comment**
**Adjournment**

**Next Board Meetings: October 9th and 30th**
**Committee Meetings October 29th**

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

Dial by your location +1 253 215 8782 US (Tacoma)