Meeting Minutes

Grays Harbor Historical Seaport Authority Board of Directors

BOARD MEETING – Thursday, September 26th, 5:35 to 7:38 PM

Call to Order and Introductions

Board Members Present: Dave Douglass, Scott Reynvaan, Liz Ellis, Jamie Nichols, Tim Howden, Cindy Sherman, Regina Haney, CR Johnson
Excused: Denver Robbins and Vanessa LaValle
Staff Present: Brandi Bednarik

Item 1: Agenda

Motion To Amend Agenda to include 3c Resolution 092624-1 to approve a new line of credit. Dave/Cindy carries.

Item 2: Welcome and Introductions

Item 3: Action Items

3a. Approval of Minutes –August 8th and 29th.
Motion to approve: Scott/Regina. Carries
3b. Excuse Denver Robbins, Vanessa LaValle. Dave/Liz. Carries
3c. MTA Resolution 092624-1 to approve a new line of credit. Tim/Jamie. Carries

Item 4: Treasurer's Report September

Approve Payables $56,073.02 Dave/CR Carries
Approve Payroll and Payroll Taxes, After the Fact $124,505 Tim/Cindy. Carries
Approve Total Transfers in the amount of $17,500 Tim/Jaimie Carries

Item 5: August 24 Financials

The balance sheet improved over August though Accounts receival and payables were less than budgeted.

Item 6: Committees and Goals Report

6a. Executive (Dave) Dave and Liz met with Brandi and Legal in a meeting with Standard Truss. **Next Meeting TBD**

i. Update Board Policies

6b. Finance (Tim) **Next Meeting 10/30/24 5:30 PM**

i. Cash Flow good through 2nd Quarter 2024. The winter looks bleak.
ii. Budget Assumptions First Read MTA Tim/Liz. Carries.

6c. Facilities/Vessel Advisory (Dave) **Next Meeting TBD**

i. Environmental Progress Report and Project Timeline
ii. Lady Washington Restoration. PT Townsend Shipwrights were the top bidder. The project still needs a naval architect and a keel inspector.

6d. Board Committee (Regina/Brandi) **Next Meeting TBD**

i. Regina and Brandi will plan next steps.

6e. Fundraising (Brandi) **Next Meeting 10/19/24 5:30 PM**

Jamie and Brandi have been contacting politicians she and will be advocating for the Lady's restoration to be included in the Capital Heritage budget. Brandi is including Vanessa on the emails and correspondence as she can help next year.

i. Grant Report
ii. SEO Report. None this month.
iii. Fundraising letters are in the works along with outreach to donors.

Item 7: Staff Reports. With low staffing, the office will be open by appointment only.

Item 8: Ongoing Business

Move the October meeting to 10/29/24 at 5:30 PM.

8a. Set Next Workshop Date for following up with the Strategic Plan is 9/28/24 9AM-1PM. The focus will be on revising Goals 3 and 4.

Item 9: Executive Session. Discuss potential real estate transaction.

Recessed at 6:45 PM for 20 minutes.

7:05 PM Extended for 10 minutes

Ended 7:15 PM

Public Comment None

Meeting adjourned at 7:15PM.

Next Board Meeting: October 29th, 2024, 5:30 PM

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

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