Minutes

Grays Harbor Historical Seaport Authority Board of Directors

BOARD MEETING – Thursday, November 21st, 5:30 to 8:01 PM

Meeting was both Virtual and Downstairs in Person – Zoom link below.

Call to Order and Introductions
Board members present: Dave Douglass, Tim Howden, Cindy Sherman, Gina Haney, Denver Robbins, Liz Ellis, Vanessa LaValle, Scott Reynvaan.

Staff: Brandi, Legal Council Art B
Guests: George Saris and Jessika Tantisook

Item 1: Agenda

Item 2: Welcome and Introductions - Dave

2a. Meet Jessika – Outline of Programs Plan for workplace development. She will meet with Brandi every other month. This economic development National fellowship is funded for 2.5 years. GHHSP is the only maritime organization paired with a WA Sea Grant. The focus is on the Seafarer Collective and how to grow programing sustainably.

Item 3: Action Items - Dave

3a. Approval of Minutes – October 29th Tim/Cindy. Carries November 14th. MTA. Tim/Liz. Carries.
3b. Excuse CR Johnson MTA Liz/Dave. Carries
3c. Approve 2025 Budget. MTA. Tim/Dave. Oppose. Liz. Carries.

Item 4: Committee Reports

Item 4a: Finance Committee – Tim/Cindy

4a. November 2024 Treasurer's Report
4b. October 2024 Financials

Payables	$125,180.42
ATF	$20,441.93
PR & PR Taxes	$30,369.11
Total Payables	$**175,991.46**
MTA. Cindy/Gina.	Carries
Total TF	$11,665.37
MTA. Cindy/Tim.	Carries

4c. Finance Committee Report

- Cash Flow The cash flow is still weak, but we hope to see improvements right after Thanksgiving. New revenue sources are needed. The Seaport may need a line of credit or a loan to cover project expenses for the work on the Lady WA.
- Audit. The audit is ongoing. They expect to finish December 18th 2PM.
- 990. Completed on time.

Item 4b. Executive

Didn't meet. Dave, Tim, and Liz plan to meet 12/19 at 5:30 to discuss policies

Board Recruitment. Published in a Quinault
Daily World will be advertised in January

: Strategic Plan Updates

5a. Goal 1 – Inspire through Storytelling, Education, and Connection

Responsible Committee – Fundraising and Development
Goal Champion - Committee Co/Chairs – Denver and Alex

1. Goal Updates

5b. Goal 2 – Position Ourselves Through Sustainable Growth

Responsible Committee – Fundraising and Development and Finance
Goal Champion Committee Co/Chairs – Denver and Alex – Fundraising,
Cindy - Finance

2. Goal Updates
5. **Fund Raising. Denver.**
    a. There are donations of $35k from October which is not enough to start work on the Lady.
    b. The Murdock grant requires a grant match and they are running 10 months behind.
    c. YouTube Channel is up and running. George Saris is managing this.
    d. Grant Report
    e. Draft Fundraising Plan 2025.
        i. Received notice of an estate gift in the works.
        ii. Individual donations are up.
        iii. Planning for a Foss Waterway event in February

5c. Goal 3 – Preserve the Magic of Lady Washington and our Fleet. Brandi

Responsible Committee – Facilities and Marine Operations
Goal Champion Committee Chair – Dave or committee member

6. Goal Updates
    a. Lady Washington's Restoration

5d. Goal 4 – Activate Seaport Landing's Potential. Dave

Responsible Committee – Facilities and Marine Operations
Goal Champion - Committee Chair – Dave or committee member

7. Goal Updates
    a. Environmental Progress Report and Timeline
    b. Brandi met with Quinault Nation. They are reviewing the environmental. DNR is also doing their review.
    c.

Item 6: Other Committee Reports

6a. Executive (Dave) **Next Meeting TBD**

i. Set Date to Update Policies. December 12, 2024
ii. Conflict of interest forms need to be signed by board members
iii. Board Training and Board Recruitment
    1. January meeting – conflict of interest training and forms
    2. Send press release at the beginning of the month after the holidays
    3. Acknowledged Tim Howden's continuous service on the Seaport's board for 12 years.

Item 7: Staff Reports (last mtg of the year with the full board)

Good of the Order.
Twitter = X = BlueSky
Giving Tuesday is every Tuesday?

Item 8: Executive Session to discuss potential real estate transaction (15 minutes).
Adjourned from regular session at 7:32 PM for 15 minutes.
Executive Session extended 12 minutes. to 8PM
Exec Session ended at 8PM

Public Comment. None

Adjournment. Regular meeting adjourned at 8:01

Liz Ellis, Secretary

Next Board Meetings: December 12th, January 9th and 30th

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

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