

Board of Directors Meeting

Best Western Lakeway Inn & Conference Center, Bellingham, WA

Tuesday, April 6, 2010

1:10pm-4:50pm

Approved June 18, 2010

Board Members

Tami Hayes, President - Port of Friday Harbor

Steve Slaton, Vice President - Port of Bremerton

Bud Shoemake, Board Secretary/Treasurer - Port of Toledo

Lon White, Board Pos #1 – Port of Kodiak

Stan Eliason, Board Pos. #2 – Ports and Harbors of Sitka

Hiltje Ramsay, Board Pos. #3 - Port McNeil Harbour Authority

Leslie Taylor, Board Pos. #4 - Harbour Authority Association of British Columbia

Pam Taft, Board Pos. #5 - Port of Bellingham

Cyndy Olson, Board Pos. #6 – Port of Everett

Jeff Vander Kley, Board Pos. #7 – Salmon Harbor Marina

Mark Freeman Pos. #8 – Port of Siuslaw

Suzie Howser, Board Pos. #9 - Humboldt Bay Harbor District

Keith Pinkstaff, Board Pos. #10 - City of Warrenton

Training & Education Committee

Eric Olsson - Chair

Staff

Cheryl and Cliff Maynard - Executive Secretary

Call to Order

President Hayes called the meeting to order at 1:10pm. President Hayes welcomed all to the 36th annual membership conference and board meeting.

Conference Overview

Eric gave a quick summary of the conference. All is running on track. There was \$994.13 paid to speakers from the T&E fund.

Strategic Plan

Steve reviewed the recommendations from Bill Cook, Maul Foster & Alongi

- Barbara Schwantes Memorial Fund (BSMF)
- Grow Membership by 50 in 3 years
- Resource Management
- Annual Meetings
- Private Marinas
- Communications

The document was summarized by saying: PCC might consider meeting two goals that support each other. Growing membership and fostering growth in the BSMF.

Approval of January 2010 board meeting minutes

Lon made a motion to approve the minutes as written, **Bud** second, the motion passed unanimously.

Financial Report

Cheryl reported that the account balances are as follows; General Checking \$16,078, General Savings \$41,102, Barbara Schwantes \$5,773 and T&E \$4,947. A short discussion ensued with no revision to the budget.

Bud made a motion to approve the financial report, **Steve** second, the motion passed unanimously.

Open Board Positions

President Hayes reviewed the upcoming vacant board positions with the board. Elections will be announced at the business meeting at the start of the membership conference Wednesday morning. Campaign speeches will be held Thursday morning, elections to follow prior to the lunch break.

Position #1 currently held by Lon White

Position #5 currently held by Pam Taft

Position #7 currently held by Jeff Vander Kley

RangeMarker Overview

Tami discussed making the RangeMarker more interesting and useful to the membership. Discussion amongst the board included the following ideas:

- Host of the upcoming membership conference welcome and area highlights article
- Board submit points of interest at their facility
- Diverse articles such as:
 - Environmental topics
 - Membership articles such as news regarding member facility projects
 - Sustaining member technical corner
 - University of Alaska SE update
 - Hot topics, this can come from the membership email discussions
- Board members agreed to write a 200 word article for the bi-annual RangeMarker's

Barbara Schwantes update

Various ideas were discussed to energize the Barbara Schwantes fund (BSF) such as **President Hayes** suggested transferring 1% of the membership conference registrations to the BSF fund. **Jeff** recommended that the board develop a plan that will expand the scholarship/grant then take to the membership for approval. The board reactivated the BSF committee. The committee is tasked to bring recommendations to energize the BSF to the board meeting in June.

Future Conference locations after Spring 2011

President Hayes recommended equal movement throughout the regions. **Steve** cautioned that it is important to spread the conference locations around but need to keep it easy for the members to get to and near an airport or on the I5 corridor for convenience of travel.

Cheryl offered to host the fall 2011 membership conference in Olympia, WA. The board accepted the offer. **President Hayes** will ask the membership at the conference to host future conferences after 2011.

Other Business

PCC Website update: **Cliff** gave information on possible ways to updating the site such as: the ability to make updates to the site in-house, revise the look and feel of the site, add a photo album, advertising, etc.

Steve made a motion to amend the budget to add an expense line item of \$3,000 to say “Webpage Upgrade” and to raise the “Cash Reserves” line item by \$3,000 on revenue side, **President Hayes** second, the motion passed unanimously.

Lon made a motion to conclude the board meeting at 4:50pm, **Keith** second, the motion passed unanimously.

To do

The BSF committee is tasked to bring recommendations to energize the BSF to the board meeting in June.

Steve will Google Analytics to get the PCC website hit count and report to the board at the June board meeting.

President Hayes will ask the membership at the conference to host future conferences after 2011.

Tami wants ports that are clean marina’s to mentor others to belong to the program. **Tami** will bring the discussion to the members at the upcoming conference.

Cheryl was asked by the board to put a symbol next to clean marinas in the directory.

Tami will send an email to the membership encouraging them to send RangeMarker articles that highlight projects, antidotal, life lessons, etc.

Current committee’s and members

Budget – Chair-Tami, Lon, Keith, Steve

University Alaska Extended Learning – Chair Eric, Hiltje, Lon, Cheryl

Marketing/Membership Drive – Chair Steve, Cheryl, Cliff

Barbara Schwantes Grant/Scholarship - Tami, Giuseppe, Bud, Leslie, Mark and Jeff

Strategic Plan - Steve, Jeff, Pam and Bill Cook