

Board of Directors Meeting

Red Lion Inn Olympia, WA

Friday, January 8, 2010

8:45am-12:15pm

Approved April 6, 2010

Board Members

Tami Hayes, President - Port of Friday Harbor

Bud Shoemake, Board Secretary/Treasurer - Port of Toledo

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

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

Mark Freeman Pos. #8 – Port of Siuslaw

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

Board Members not present

Steve Slaton, Vice President - Port of Bremerton

Lon White, Board Pos #1 – Port of Kodiak

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

Hiltje Binner, 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

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

Training & Education Committee

Eric Olsson - Chair

Guest

Al Sweet - Port McNeil Harbour Authority

Staff

Cheryl and Cliff Maynard - Executive Secretary

Call to Order

President Hayes called the meeting to order at 8:45am. Introductions were made welcoming our guest Al Sweet from Port McNeil Harbour Authority.

Fall Conference Overview

Eric gave an overview of the T&E meeting. The team suggested that we continue with multiple sessions. This gives members the opportunity to shop around for interesting topics at the conferences.

There was some discussion with the board over the team's recommendations to limit conferences to two days or one conference per year. Out of that discussion, the board discussed starting the conference on Tuesday afternoon and ending Friday morning with a breakfast or coffee and pastries may suffice the exhibitors/members request for one meeting per year. The consensus of the board was that two meetings per year have worked well for the congress since conception and there is no need to change to one conference per year. The revision of the start and end days to be discussed at the April board meeting.

Bud made a motion to keep two conferences per year. **Cyndy** second, the motion passed unanimously.

Approval of October 2009 board meeting minutes

Keith made a motion to approve the minutes as written, **Mark** second, the motion passed unanimously.

Financial Report

Cheryl reported that the account balances are as follows; General Checking \$3,093, General Savings \$27,896, Barbara Schwantes \$7,764 and T&E \$5,491. A short discussion ensued with no revision to the budget.

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

Barbara Schwantes update

Tami presented the Puget Sound Restoration Fund (PSRF), Bainbridge Island Community Shellfish Farm (BI CSF) grant submittal of \$2,000 to the board. The grant application is for a mobile pump-out to be used in the Eagle Harbor area of Bainbridge Island. The grant money will be used for a six month period. The total amount for the project is \$6,600. Other funding resources will be used to collect the full amount required. **Bud** commented that he was OK with using the Barbara Schwantes fund for this project due to environmental need but does not want to get into the habit of giving money to non-educational purposes. **Jeff** asked that we stay with the education aspect such as the UAS continuing education program for future recipients of the fund.

Bud made a motion to award \$2,000 to the PSRF as requested and asked for a written report at the end of three months detailing how the project has been received by the boaters and if it will continue in the future, **Keith** second, the motion passed unanimously

Strategic Plan

Cheryl will email the draft strategic plan as written by **Bill Cook** from Maul Foster & Alongi, Inc. to the board. Board discussion will take place at the April board meeting.

Future Conference locations after 2010

The spring 2011 conference is scheduled to be held in San Francisco, CA. **Tami** will ask the membership at the upcoming conference to put their name in to host a conference in the future at their facility.

- a. Spring conference date revision – conference changed from April 13-16 to the April 6-9 due to a scheduling conflict at the Best Western Lakeway and conference center in Bellingham.

Other Business

Cliff gave an overview of the upcoming conference in Bellingham. The conference location is the Best Western Lakeway Inn and Conference Center. Address 714 Lakeway drive, Bellingham, WA. The room rate is \$89 per night. The room block is good up until two weeks prior to the conference.

Tami is representing the PCC at the HAABC conference January 19-22nd. The PCC paid for **Tami's** lodging and registration.

Keith made a motion to conclude the meeting, **Cyndy** second, the motion passed unanimously.

To do

Tami wants ports that are clean marina's to mentor others to belong to the program. Discussion ensued regarding the boards response to participating in this type of program. **Tami** will bring the discussion to the members at the upcoming conference.

Tami will ask the membership at the upcoming conference to put their name in to host a conference in the future at their facility.

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. by February 1.

RangeMarker articles due February 1st from President, Vice President, Secretary/Treasurer and T&E Chair.

T&E committee facilitators have been tasked with collecting the presentations and provide to **Cheryl** by the end of each conference. The facilitators are also tasked with providing bios on the speakers for the conference registrations and as inserts in the agenda.

Steve will facilitate a conference call with board members to discuss MFL's strategic plan report prior to the January board meeting.

Barbara Schwantes committee has been tasked with getting contact information from schools so that a form letter can be mailed to them with information regarding available scholarship and grant monies.

Current committee's and members

Budget – Chair-Tami, Lon, Keith, Steve

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

Marketing/Membership Drive – Chair Steve, Cheryl, Cliff

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

Strategic Plan - Steve, Jeff, Pam and Bill Cook