

**Pacific Coast of Congress of Harbormasters & Port Managers (PCC)
Board of Directors Meeting
Coast Bastion Inn Nanaimo, BC
January 16, 2007**

Approved April 10, 2007

Board Members Present

Giuseppe Alvarado, President - Port of Seattle
Ray Majeski, Vice President – Ports and Harbors of Sitka
Cheryl Maynard, Interim Secretary/Treasurer – Port of Olympia
Hiltje Binner, Board Pos. 3 – Port McNeil Harbour Authority
Liz McLeod, Board Position 4 – Comox Valley Harbour Authority
Tami Allen, Board Pos. 5 – City of Bainbridge Island

Board Members not in Attendance

Dean Shaughnessy, Immediate Past President – Port of Everett
Lon White, Board Pos. 1 – Port of Kodiak
Lou McCall, Board Pos. 2 – Port of Juneau
Mike Endsley, Board Pos. 6 – Port of Bellingham
Chris Urbach, Board Position 7 – Port of New Port of Olympia
Keith Pinkstaff, Board Pos. 8 – City of Warrenton
Suzie Howser, Board Pos. 9 – Humboldt Bay Harbor District
Dave Shelley, Board Position 10 - San Francisco Bay Rep.

Training and Education Committee (T&E) Members Present

PCC Staff

Cheryl Maynard – Executive Secretary

Call to Order

President **Giuseppe** called the meeting to order at 9:45 AM

Introductions

Introductions were made.

Approval of October 2006 Board Meeting Minutes

Minutes of the October 3, board meeting were amended. **Cheryl** will make changes and email to the board for approval.

Financial Report

Cheryl reported \$6,328 in the general fund checking account, \$21,927 in the general fund savings account, \$10,454 in the Barbara Schwantes fund and \$3,834 in the Training & Education fund and over \$5,151 in the general fund CD. **Liz** made a motion to approve the financial report, **Tami** second, motion carried unanimously.

Giuseppe will be working with **Lon** regarding an internal audit. **Cheryl** will provide reports for their review.

T&E Conference Updates

Tami presented the T&E Teams agenda recommendations for the spring conference. The board made revisions then approved the agenda.

Conference Awards

Cheryl recommended a life membership award be given to Russ Johnson for his dedication and selfless contributions to the members of the PCC during his tenure at the Port of Skagit County. **Tami** made a motion to give Russ a life membership, **Liz** second, motion carried unanimously.

Ed Barrett will be given his life membership award at the spring conference. The board approved the life membership in 2005 but was unable to present the award to him due to scheduling conflicts.

Internship Update

Carry over to next board meeting

Barbara Schwantes Fund Grant

No updates

Alaska University Partnership Update

Ray reported that test subjects from several Harbors have been chosen to test the modules for ease, access, content, etc.

Calendar 2007/2008

The calendar was approved after a few modifications requested by the board.

RangeMarker Assignments

President's message – Giuseppe
Fall conference wrap up – Ray
Board updates – Cheryl
New members – Tami
T&E update – Eric Olsson

Other Business

A \$100 vendor reception fee will be added to the exhibitor's registration charge. This will ease collection of monies regarding the vendor-sponsored reception at the spring and fall conferences. **Liz** made a motion to increase the exhibitor conference registration to \$470 to cover the vendor-sponsored reception, **Ray** second, motion carried unanimously.

Liz resigned her board position #4 due to conflicts with her schedule. Liz recommended Art Childs, False Creek Harbour Authority to replace her. **Ray** made a motion to accept Liz's recommendation to be replaced in position #4 with Art Childs, **Tami** second, motion carried unanimously.

The meeting was adjourned at 12:05 PM.