

# Board of Directors Meeting

Red Lion Hotel, Olympia, WA

Friday, June 12, 2009

8:35am-12:00pm

Approved October 13, 2009

## **Board Members**

Tami Hayes, President - Port of Friday Harbor

Bud Shoemake, Board Secretary/Treasurer - Port of Toledo

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

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**

Ray Majeski, Immediate Past President – Port and Harbors of Sitka

Steve Slaton, Vice President - Port of Bremerton

Lon White, Board Pos #1 – Port of Kodiak

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

## **Staff**

Cheryl and Cliff Maynard - Executive Secretary

## **Call to Order**

President Hayes called the meeting to order at 8:35am. Introductions were made welcoming our newest board members Leslie Taylor, Cyndy Olson and Jeff Vander Kley.

## **Approval of April 2009 board meeting minutes**

**Keith** made a motion to approve the April board meeting minutes with the revision to add Mark Freeman to the present board member section, **Bud** second, the motion passed unanimously.

## **Financial Report**

**Cheryl** reported that the account balances are as follows; General Checking \$6,586, General Savings \$31,753, Barbara Schwantes \$6,893 and T&E \$5,055.

## **Fall Conference agenda recommendations**

**Cyndy** gave an overview of the T&E Team's recommended fall conference agenda. After discussion, **Tami** made a motion to approve the fall conference agenda, **Mark** second, the motion passed unanimously.

## **Strategic Plan**

**Tami** appointed a new strategic plan committee to assist the board with the development of measurable goals and a master plan. The committee members are; Steve, Jeff, Pam and Bill Cook (past president). The committee will bring a recommended plan to the October board meeting.

## **Review of board calls to members**

**Steve** asked the board to continue calling members from the list that he has been distributing. This is a good method of speaking with members one on one that is not attending the conferences.

## **Other Business**

The UAS course discussion to be added to the October board meeting agenda.

A new Barbara Schwantes committee was formed to review the current grant/scholarship application requirements and to revitalize and create synergy around the funding. Committee members are; Tami, Bud, Leslie and Jeff.

Past and current conference presentations will continue to remain on the website categorized by year. Tami asked that the T&E committee facilitators collect the presentations and provide to **Cheryl** by the end of each conference. The facilitators were also tasked with providing bios on the speakers for the conference registrations and as inserts in the agenda.

The board decided to eliminate the membership conference meeting stickers. The membership conference certificate will remain.

Conference awards  
Host – Port of Bremerton  
Life membership – Ken Radon

**Jeff** made a motion to conclude the board meeting, **Bud** second, the motion passed unanimously. The board meeting adjourned at 12:00p.m.

## **To do**

The Barbara Schwantes committee will advise the board of recommended revisions to the grant and scholarship requirements at the October board meeting.

The Strategic Plan committee will develop measurable goals and a master plan to be presented to the board at the October meeting.

Current committee's and members;  
Budget – Chair-Tami, Lon, Keith, Steve  
University Alaska Extended Learning – Chair Eric, Art, Hiltje, Ray, Lon, Linda Franz, Cheryl  
Marketing/Membership Drive – Chair Steve, Cheryl, Cliff  
Barbara Schwantes Grant/Scholarship - Tami, Bud, Leslie and Jeff  
Strategic Plan - Steve, Jeff, Pam and Bill Cook