



PORT OF WATERMAN

February 18, 2020

Attendance: Commissioners Jeff Reynolds, Ben Compton, and Casey Guthrie; Secretary/Auditor Sheri McNeal; Al Buss, Jr. (Maintenance)

Commissioner Jeff Reynolds called the meeting to order at 6:00 pm.

M/S/C/U (Compton/Guthrie) The minutes for the January 21st meeting were approved as written.

AUDITOR'S REPORT: Sheri McNeal

Cash on Hand	\$ 8,469.03
February Expenses	\$ 6,635.26
Investment Account	\$335,097.69

Vouchers were audited and certified by the Auditing Officer, as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Commissioners.

M/S/C/U (Compton/Guthrie) Motion carried to approve the auditor's report and payment of warrants, numbering 6532 through 6543, in the amount of \$6,635.26, as submitted.

Jeff Reynolds reviewed the YTD Income Statement. Sheri explained why November of 2019 had a big increase in interest, in comparison to October & December. There was an end-of-year allocation of interest, by the county, to all government entities. Our allocation amount was \$350.27. Jeff noted that our current expenses are high due to the cost of our website design.

Al Buss, Port maintenance, brought up some issues: ① The Port neighbors (behind the old store) have complained about noise coming from the pier at night; ② Al has been unable to clean off the graffiti by the stairs. He may need to paint over it; and ③ he brought up the pigeon issue (Jeff to get quote from Brownsville).

OLD BUSINESS

Port Credit Card: Jeff has turned our application in, to US Bank, and we are awaiting a decision.

New Web/Social Media Sites: The website is up and running. Sheri will send an email to Matthew Boisson about the following issues/questions:

1. We need to have the next/current month's agenda posted at least 24 hours before each meeting (Sheri to send a week prior).
2. The signed meeting minutes, for the previous month, need to be posted.
3. We need to know about the possibility of a message phone, as with Go Daddy.
4. We would like to have the website and Facebook page refer to one-another.
5. We need to have "No Fires Allowed" added to our Port rules.
6. We would like to have a general email on the sight that would send messages to all 3 of the commissioners.*
7. We would like to have the font made darker.
8. We would like to have our site come up when 'Port of Waterman' is googled.
9. We need to get the new P.O. Box listed on our website.

*Commissioners decided that whoever read a general email first, would text the other 2 to develop a plan.

Security Cameras/Lights: Jeff has talked to 2 companies and will be meeting with one of them tomorrow, to get an idea of cost and feasibility. He will also contact the Port of Silverdale for recommendations, as they already have cameras in place. The lights have been paid for and will be installed as soon as possible.

Commissioner McCarn Recognition: We will be looking to do this when the weather gets warmer. Sheri will work on framing the governor's letter; Casey will work on getting a plaque for the pier; and Jeff will work on a newspaper notice.

'No Fires Allowed' Stickers: Jeff suggested that we have all the signage redone with our new rules, website info and phone number. Casey will look into this and asked Sheri to research the company who made the originals.

NEW BUSINESS

All-Port's Meeting:

M/S/C/U (Reynolds/Compton) The All-Port's minutes from the January 27th meeting were adopted (copy attached).

- Sheri alerted the commissioners that the Port was having a 2019 audit, which will probably take place in the late summer.

Commission Comments:

- 1) Jeff Reynolds: Jeff talked about an upcoming local Ports campaign designed to get boaters to visit local Ports, using rubber ducks, which would not work for us. There was discussion about getting Port of Waterman ducks and mailing them to people who send us a picture of the pier.

M/S/C/U (Reynolds/Compton) Motion carried to allow up to \$130 for promotional ducks (yellow with blue hats).

- 2) Ben Compton: Ben expressed the need for business cards and name tags for the commissioners. Sheri was asked to get business cards with the following information: Port of Waterman, Commissioner name & title, email, website and Facebook logo. Jeff was asked to get the name tags.
- 3) Casey Guthrie: Casey talked about getting a short video, from a drone, to upload on our website. The other commissioners thought that was a good idea. He also offered to talk to a graphic artist about getting a new Port logo, as the current one is considered too busy. Finally, he stated that the research into lighting for squid jigging is ongoing.

The next Port of Waterman meeting will be held on March 17, 2020 at 6:00 pm, at Elim Lutheran Church.

The meeting was adjourned at 7:05 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman