

Port of Waterman
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December 15, 2020 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Ben Compton & Casey Guthrie; and Secretary/Auditor Sheri McNeal.

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

M/S/C/U (Compton/Guthrie) The December meeting agenda was approved.

M/S/C/U (Compton/Guthrie) The November meeting minutes were approved as written.

AUDITOR'S REPORT: Sheri McNeal

Cash on Hand (11/30/20)	\$ 13,718.42
Investment Account (11/30/20)	\$345,579.84
December Expenses	\$ 1,532.86

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 (Reynolds/Compton) Motion carried to approve the auditor's report (copy attached) and payment of warrants, numbering 6642 through 6652, in the amount of \$1,532.86 as submitted.

Credit card charges for the period ending 12/10/20 totaled \$177.47. Each Commissioner reviewed the statement and backup documentation. There was an extra \$15.99 charge from Dreamhost, which Ben was fairly sure was the annual domain fee.

Jeff Reynolds reviewed the Income Statement, which appears to be on course with the new annual budget.

OLD BUSINESS

Maintenance Work Pending: The anchor bolt project needs a couple of days of good weather: Once scheduled, Jeff will put up signs at the pier about closing the parking lot. Ben suggested that we post this on Facebook and our website as well. The pigeon hole project needs good weather, as well as low tide.

Telephone Messages: Ben will communicate with David to complete this project.

Life Ring: Jeff received the Life Ring a couple of days ago and will give it to Tikar for installation on a day when they are doing one of the other major projects.

Official Access to Security Camera Procedures: Ben will look into the proper procedure and will then have it posted on our website. Sheri will call the Port Association and/or the Port of Silverdale to get a pre-made form for the procedure.

NEW BUSINESS

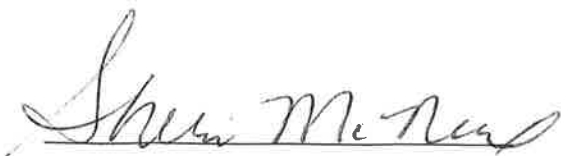
Commissioner Comments:

- 1) Jeff Reynolds: Jeff had no new business.
- 2) Ben Compton: Ben brought up a problem with the AP envelopes that the Port checks are mailed in, which allow too much information to be seen. Sheri will look into solutions.
- 3) Casey Guthrie: Casey had no new business.

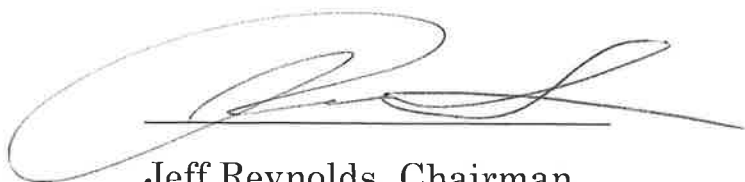
The next Port of Waterman meeting will be held on January 19, 2021 at 6:00 pm, at Elim Lutheran Church or via Zoom.

The meeting was adjourned at 6:23 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman