

SWAMC Board of Directors Meeting
October 27, 2016 – 9:30 a.m.
Held by Teleconference
MINUTES

- I. Call to OrderLockett**
Meeting called to order at 9:35 am.
- A. Roll Call ----- Griffin**
Paul Gronholdt, Cynthia Berns, Glen Gardner, Layton Lockett, Shirley Marquardt, Alice Ruby, Rebecca Skinner, and Lockett.
- II. Approval of AgendaLockett**
Skinner moves to approve agenda. Berns seconds. No discussion or objections. Agenda is approved.
- III. Consent Agenda -----Lockett**
A. No minutes of September 15 meeting prepared.
- IV. Governance & Policy -----Lockett**
- A. September 2016 Financial Statement, Ruby moves to accept statement, Berns seconds. No objections.
- B. Discussion regarding creation of St. George national Marine Sanctuary (NMS) – Pat Pletnikoff and George Pletnikoff on the line to present to the Board.
P. Pletnikoff explained declining populations of sea mammals and birds have been apparent for several years. Community of St. George wanted to create NMS to have greater say over wildlife decline that was threatening subsistence for St. George residents. Skinner asks about geography of St. George NMS. P. Pletnikoff said NMS area was limited to St. George with roughly 30 mile radius.
Environmental issues need to be addressed. There is misinformation about NMSs. St. George needs a boat harbor and creation of an NMS may help.
Lockett asked if P. Pletnikoff would like to make NMS issue part of SWAMC conference. P. Pletnikoff said absolutely, open to suggestions on presentation.
P. Pletnikoff said petition of 50% of voters supporting NMS submitted with application.
Skinner question – If NMS won't preclude activities, what's the advantage of designation? P. Pletnikoff said NMS will require more studies, but will not preclude activity.
Marquardt and P. Pletnikoff discuss research under NMS designation. Board will be formed with St. George members and a science center will be established in St. George.
- C. Approval of MAKE Guiding Principals
Griffin introduced Guiding Principles (GP), the Manufacturing Advisory Committee (MAC) and need for Board to appoint an Ex-Officio Chair.
Obrien expresses need to bring MAC members for Board approval at November 17 Board meeting. First MAC meeting proposed for December 15.
Skinner asks whether GP are for Program or the MAC. Obrien said GP are for guiding program. Lockett states disagreement and thinks GP are for MAC. Skinner states belief the GP are two things c together. States MAC should have by-laws and GP should be higher level rules for the program. Ruby and Obrien discuss core manufacturing sector designations and adding CDQs. Obrien states challenge locating people in these sectors for 9-member board and 60% of committee must come from manufacturing sector. MAC meetings discussed being telephonic or in-person. Most quarterly meetings to be telephonic meetings with one in-person meeting per year. Skinner states she is willing to serve as ex-officio chair. Ruby states need for formal action to

appoint Skinner. Marquardt moves and Ruby seconds motion to appoint Rebecca Skinner as the ex-officio chair of the MAC. No objection – President Lockett approves motion.

V. Management & Program Issues..... Griffin

- A. Hiring Accounting Professional for Staff Training/Indirect Cost Proposal
Griffin introduces subject by explaining SWAMC reached out to three firms and one, Denali Bookkeeping and Consulting withdrew due to lack of resources to fulfill contract request. Remaining companies, BDO and Jason K. Lee responded and both proposals were before the Board in meeting packet. Griffin states both firms are qualified and recommended Jason Lee due to lower hourly rate. Skinner and Gardner discuss issues regarding advantage of BDO's deep bench versus one-man operation and whether SWAMC may get lost in the shuffle at BDO. Gardner moves to approve contract with Jason K. Lee, Skinner seconds. Roll Call: Gronholdt - yes; Ruby - yes; Berns, - yes; Lockett – yes, Marquardt – yes, Skinner – yes, Gardner - yes. Lockett acknowledges all vote yes and motion to hire Jason Lee approved.

VI. Staff Report ----- Griffin

Griffin discusses conflict regarding November 17 meeting as he will be in Denver for Department of Energy training on new grant. Griffin presents vacancy of Administrative Manager position being advertised as part-time 20-25 hours per week with a person with more bookkeeping orientation. Griffin asks for input regarding Conference agenda that was on agenda for Retreat. O'Brien discusses January 10, 2017 MEP audit, the MAKE Strategic Plan and Operations Plan.

VII. Board Comments / Other Business

Skinner expressed concern about part-time Administrative Manager. Work requires writing, marketing as well as financial and office duties. Gronholdt and Marquardt discuss status of M/V Tustumena regarding need for further legislative action and Federal Funding.

Skinner discusses Kodiak Island Borough resolution for adequate funding for Department of Fish and Game to be introduced under late provisions at AML Convention. Skinner further believes any new taxes and fees on fishing should go to Commercial Fish Division. Needs five other municipal sponsors for resolution.

Skinner asks if Board Retreat is seen as important. Should be looked at to see if we could make it work better. Ruby says Retreat is valuable but travel budgets are tight. Marquardt says sit down face-to-face meeting is better. Lockett discusses dove-tailing Retreat with Alaska Municipal League Conference and Boat Show. Meet early, like the Clerks, before AML. Start setting aside budget in SWAMC budget to help with travel costs. ---Skinner discusses having Retreat before or after SWAMC Conference. If Retreat is to plan for Conference that would not work. Fall is bad time of year for Retreat. Marquardt raises AML Scholarship program. Griffin says there is a bit of money in budget for Board travel. Lockett talks about setting money aside for travel. Ruby says AML Scholarship program is small. Lack of funding will make worse. Marquardt agrees. We serve as volunteers, but our municipalities make a commitment to support. Need to look at policies to support travel and costs of meeting in person.

VIII. Adjourn----- Lockett

Gardner moves to adjourn the meeting, Marquardt seconds. No objection. Meeting is adjourned at 11:47 am.