

MINUTES For the November 18th Board Meeting Port Townsend Marine Trades Association

Time: 18:03 Location: Nomura Building

Documents: Agenda, October 21st minutes

1. Welcome & Call to order

a. Roll-Call Board -Pat Mahon (President) -Marshall Brennan (Treasurer) -Lou Geraghty (Secretary) -~~Jeremy Lala (Trustee Nominations/Elections)~~ -Mike Novack -Ginny Wilson (Membership) -~~John Simpson (Vice Prez)~~

Guest - *LOTS*

Quorum -*YES*

2. Guest spot to introduce a topic to briefly discuss before Agenda approval. -*Jo Abeli dog calendar.*

3. Approval of the minutes from last meeting. Motion by Mike 2nd by Ginny

Discussion *NO*

Ayes 5

4. Approval of Agenda. Motion to approve the Agenda with the addition of the dog calendar by Jo Abeli. Motion by Ginny 2nd by Mike

Discussion *NO*

Ayes 5

5. New business

AI Nominations for the Board seats. Ballots sent in by mail must be returned by November 30th to be counted. -*Lou shares that we have 4 open Board positions and asks if anyone in the room is available for the 2026-2027 seat. Marshall shares what a Board position looks like. Ashlyn shares more of what a Board member looks like as stated by the Bylaws. Gwendolyn asks why the ballots are empty. Lou asked if folks would write Marshall in. Gwendolyn nominated herself, with the caveat that she will need to focus on the EIS. Please mail in ballots or drop off to Admiral. Lou stated he will stay on the Board if no one steps up.*

BI All hands on deck to move our office in with the PTSA next door before December 1st. Need to build shelving for file storage and a locker for valuables. -*Marshall shares with members why we are moving. Ashlyn asks Katie Oman if the NWMC would be interested in renting this space. Joni asked how much this space currently cost. Pat asks Ashlyn what furniture the PTMTA owns. The desk stays, the file cabinets belong to us. Marshall shares that we will need to rent a space for the annual membership meeting. The members agreed to meet here Tuesday the 25th at 17:15 for a moving party.*

CI Pacific Marine Expo update. -*Ginny states that we are sharing a booth with the Port for free. We have a handful of volunteers, 2 PTMTA 2 Port at the booth each day. Please give us your business cards to bring with us. We had a banner made. Promoting all of us. It's free to go!*

DI Jo Abeli Dog Calendar. -*Thanked for our sponsorship, as well as the other local trades businesses. A fundraising calendar created with the Working Waterfront in collaboration with Pet Helpers to give care to animals in need. If you have a retail space, please consider hanging*

these for sale. They are going for \$20 each. Ashlyn shared that Randy at Coho always keeps a can out for the Lifeboat Fund and is one of our biggest supporters.

E/ Mike Novak brought up a need for a workshop of training for the proper application of prop speed. Mike was speaking with the West Coast representative from prop speed, Cole, who offered to train next year, offering certifications and safety training. The PTMTA could host the workshop. Marshall said that we would talk to Bob at Admiral because they sell the product. *Ginny stepped in to clarify that the Board has previously talked about how the PTMTA could add value to being a member (especially small businesses that need that support), with a tailored offering of trainings/classes that members want and need. Ashlyn suggested that the secretary can collaborate with her to get the message out and better reach members when questions need answering from the members.*

6. Old business

A/ Lease policy committee. -Are there members who would like to volunteer to be on this committee? The lease policy was created in 2019 and could use some updating. -*Would anyone like to step up? Leah asked if one needs to be a Board member and how long the term would be. Leah volunteered and would like another person to join. Jo asked if the lease policy committee applies only to the PTMTA or all leases. Marshall shared that we would like to have a unified stance for all leases, asking for transparency and consistency from the Port. Joni asked if when there are big issues, can the members be notified so that members can give the Board their opinion. It was shared that members are welcome at all Board meetings. Ginny shared that the Port Commissioner talk of extending their terms was a time sensitive issue and we talked amongst ourselves. Ashlyn asked for another hand on the blog and is not sure if minutes/agenda go on the blog. She would like more lead time on when events/meetings are coming up. **Marshall asked to add to next month's agenda to discuss if we post our minutes on our blog.** Lou volunteered to be on the committee with Leah.*

B/ Econ Study. -*Gwendolyn is picking away at the Alaskan Fish Permit holders. She is working on the 2025 members list.*

C/ Create and send out member invoices for renewals. -*Lou will update the form and figure out how to find everyone's addresses. Need to connect with Ginny for support. Please send your address updates to our email.*

D/ Still need to update our business license with the city. -*Marshall's got it!*

7. Finance report as of 10/31/2025

Econ Study: unchanged \$3230.00

General: 10/1 at \$21,645.06 and 10/31 at \$21,197.87

0 deposits & \$447.17 withdrawals (\$200-Pet Helpers Dogs of the Boat Yard Callender, \$241.22 rent & \$5.95 bank fees)

Earmarks:

Lifeboat Fund \$3154.92 (This is actually a little higher than I'd reported last month as I had double counted a payment and missed a \$23 deposit) -*Sam shared that Nick Mann thanks us for our Lifeboat Fund support.*

ARPA Grant @ \$6722.13 -*Pat asked the room if folks have suggestions as to how to spend the rest of the grant.*

8. Next meeting date **December 9**

9. Executive session.

Motion to Adjourn Mike 2nd by Ginny

Adjournment 18:48