

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

December 4, 2007

Freeland, Washington

Present at the meeting were:

Commissioner Rolf Seitle, Langley

Commissioner Geoff Tapert, Freeland

Commissioner Lynae Slinden, Clinton

Ed Field, Port Manager

Chuck Edwards, Port Accountant

Molly MacLeod-Roberts, Port Clerk

Dane Anderson, Financial Coordinator applicant

Brian Stowell

1. MEETING CALL TO ORDER:

The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on December 4, 2007, in the Port office in Freeland, WA. Commissioner Tapert, President, called the meeting to order at 7:00 p.m. As announced, the purpose of the first portion of the Meeting was for the Commissioners to meet with applicant(s) for the Financial Coordinator position. The purpose of the second portion of the meeting was to hold an Executive Session to address potential property acquisition issues related to the anticipated marina expansion project.

2. PERSONNEL ACTION ISSUES:

A. Financial Coordinator Interview: Port Manager Ed Field introduced Dane Anderson, applicant for the position of Financial Coordinator, who was on hand to answer questions and provide additional information regarding his job qualifications. Anderson's resume is attached to these Minutes (**EXHIBIT A**). In response to Commissioner Slinden's question about why he was applying for the position, Anderson responded that he was interested in improving the community, and he sees better utilization of the small boat harbor as being an excellent opportunity to enhance economic vitality. Anderson said that his MBA was focused on marketing and financial skills, and noted that his private-sector experience (especially with start-up companies) would be applicable qualifications for the position of Financial Coordinator, since both involved the pursuit of capital funding and developing the associated contractual frameworks. He said that although he does not have grant writing experience, he has obtained funding via similar processes for seed capital projects in the \$5 million range. Although grant writing would be new to him, he said he is not afraid of it. Commissioner Slinden asked about his availability and if he would be willing to accept the position for a short term of six months. Anderson said that he was available immediately and for the foreseeable future, and that an initial trial period would be fine. She suggested the position could be on a trial basis to see if Port Manager Ed Field's needs for staff augmentation and workload support are being met.

B. Executive Session for Personnel Discussion: The Board of Commissioners went into Executive Session at 7:35 p.m. to discuss personnel issues. The Executive Session concluded at 7:40 p.m.

C. Hiring of Financial Coordinator: The Commissioners asked Dane Anderson to return to the meeting room. They asked him if he would be willing to undertake the position on a consultant contract basis for an initial 6-month trial, and he said that he would.

ACTION: A Motion was made by Commissioner Seitle and seconded by Commissioner Slinden to hire Dane Anderson as a consultant for an initial period of six months at the rate of \$30 per hour for the position of Financial Coordinator. The Motion passed unanimously.

Dane Anderson accepted the position and the proposed pay scale, and said that he would prepare a draft consultant contract and submit it to Ed for review and action. Dane thanked the Commissioners, and provided firm verbal agreement that he would maintain confidentiality of the upcoming Executive Session and subsequent Port business. On that basis, the Commissioners authorized him to start his position immediately.


3. EXECUTIVE SESSION:

The Board of Commissioners went into Executive Session at 7:45 p.m. to discuss potential property acquisition issues related to the anticipated marina expansion project. The Executive Session concluded at 9:13 p.m.

4. ADJOURNMENT:

The Meeting was adjourned at 9:14 p.m.


Approved:



Commissioner Geoff Tapert, Freeland

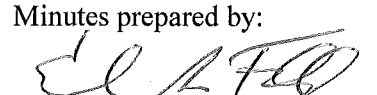


Commissioner Rolf Seitle, Langley



Commissioner Lynae Slinden, Clinton

Minutes prepared by:



Edwin S. Field, Port Manager

Exhibit A: Dane Anderson's Resume