

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND
SPECIAL MEETING**

Held at China City Banquet Conference Room, 1804 Scott Rd, Freeland, WA
With virtual access via Zoom meeting service
Friday, March 24, 2023 at 10:00 a.m.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/83046095813>

Meeting ID: 830 4609 5813

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SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (10:00 a.m.)

New Executive Director search and/or transition to an Interim Executive Director

ADJOURNMENT (Approximately 12:00 p.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

March 24, 2023

Held in Freeland, Washington
and online via Zoom Meeting Service

Commissioners Present: Jack Ng (Freeland), Curt Gordon (Clinton) and Greg Easton (Langley)

Port Staff Present: Stan Reeves (Executive Director) and Molly MacLeod-Roberts (Port Clerk/Accountant)

Others: Angi Mozer, CASE Solutions (Port Consultant)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Friday, March 24, 2023, in the Port office conference room at 1804 Scott Rd. in Freeland, WA and online via Zoom Meeting Service. As announced, the primary purpose of the Special Meeting was for the Commission to address the item on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on that specific issue and public participation was not on the Agenda.

Commissioner Jack Ng (President) called the Special Meeting to order at 10:00 a.m., followed by the Pledge of Allegiance.

COMMISSIONER DISCUSSION/ACTION

Resignation of the current Executive Director and transition to an Interim Executive Director and/or hiring a permanent replacement: Ng stated that Executive Director Stan Reeves had submitted his resignation letter to the Commission effective May 12th. Commissioner Curt Gordon asked if there had been an official announcement to the press. Reeves said the only announcement was sending out the announcement and agenda for this special meeting, so it is now in the public realm. Several individuals have contacted him since that was sent. Reeves informed the Port's employees on Friday afternoon at the Staff Meeting.

Ng said there are a few options that the Commission brainstormed at the regular meeting last week, including advertising for a new executive director. Ng subsequently spoke with previous Executive Director Angi Mozer who is still working with the Port as a consultant. She is interested in coming back as interim. He noted that Reeves will be leaving in 6 weeks and Ng believes it would take at least 3 months to advertise and hire the replacement. Gordon said he'd be most comfortable with an interim position, and if Mozer is willing he'd like to see some overlap with her coming on board before Reeves leaves to get her up to speed, etc.

Reeves asked if the Commission wants to advertise in conjunction with the interim being on board to speed up the process for permanent replacement. Gordon said the Port doesn't have to go through a competitive process. If Mozer is interested, his goal for this meeting is that the Port agrees to and takes that step now, and then talk about if/when the Port will advertise. Reeves said the Port could be ready to advertise as soon as Monday. The Commission would just need to review/approve the job description, salary range and educational requirements.

Commissioner Greg Easton agreed the Port needed an interim executive director to overlap with Reeves. Whether the Port needs to advertise for the permanent position depends on whether the interim becomes permanent. First thing is to have someone in as interim and if the Port decides to advertise – do it as soon as possible.

Gordon recapped current projects at the Port. He wanted to first know when Mozer would be able to start, and then talk about if/when the Port will advertise. Mozer said she would be willing to start after the 1st week

of April, which would give her 3-4 weeks of overlap with Reeves. Mozer said she could work full time, if needed, if she could work from home a couple of days per week.

Reeves said there are several items he plans to complete before leaving, including some policies and resolutions recommended by the State Auditor. He has completed the templates for the 2024 budget, and the 4-H Restroom Renovation project should be done by then so he will close out that grant. Additionally, he hopes to close out as many of the RCED grant reimbursements as he can. For the South Whidbey Harbor Expansion, the Port should have a drawing back from Reid Middleton next week for a meeting with the Tulalip Tribes.

Gordon asked Mozer if she would be willing to be the permanent executive director. If only interested in interim basis, the Port needs to go out to advertise soon. Mozer said yes, she would be interested, if the fact that she lives in Anacortes doesn't impact the Port's ability to function well.

Based on her response, Easton said he would be comfortable with holding off on advertising at this time. Gordon wanted to pick a start date for Mozer. Reeves said April 18th and Mozer said that work. The Commission agreed to wait 3-4 months to decide whether to advertise or not.


Reeves' assumption is that Mozer as an interim can probably perform in her current capacity of consultant to the Port. If she were coming on as employee, that's something they'd have to discuss and consider. If she became permanent, then she would definitely be an employee

ACTION: A Motion was made by Gordon and seconded by Ng to hire Angi Mozer as Interim Director for a yet to be determined period starting April 18th, to be paid as a consultant until Executive Director Stan Reeves leaves employment at which time Mozer will become a salaried Port employee. The Motion passed unanimously.

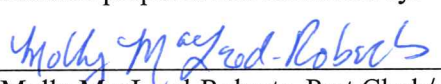
ADJOURNMENT: Without any further action, the Meeting was adjourned at 10:25 a.m.

Approved:

Minutes prepared and submitted by:



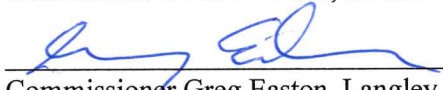
Commissioner Jack Ng, Freeland



Molly MacLeod-Roberts, Port Clerk/Accountant



Commissioner Curt Gordon, Clinton



Commissioner Greg Easton, Langley

Public Disclosure Statement: The foregoing Meeting Minutes, audio recording and all supporting documents presented are available at the Port of South Whidbey, 1804 Scott Rd., Suite 303, Freeland WA 98249.