



**PORT OF WOODLAND
Meeting Minutes
September 5, 2018**

A regular meeting of the Woodland Port Commission was held on September 5, 2018 in the office of the Port of Woodland, 115 Davidson Avenue, Woodland, Washington. President Cline called the meeting to order at 3:03 P.M.

Those present were:	President	Paul Cline
	Secretary	Dale Boon
	Commissioner	Gerald Peterson – Excused Absence
	Executive Director	Jennifer Keene
	Auditor	Carol Moore

Guests present: See List

CALL TO ORDER

OPENING REMARKS

A. Pledge of Allegiance

President Cline notes for the record the excused absence of Commissioner Peterson

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Change Minutes A – from August 23 to August 16 Workshop
- Change Minutes B – from August 23 to August 16 Regular Meeting

**Secretary Boon made a motion to approve the agenda as amended.
President Cline seconded the motion.**

Vote was unanimous. The motion was carried.

PUBLIC COMMENT (5-minute limit)

A. Items ON the agenda

None

B. Items NOT ON the agenda

None

MINUTES

A. August 16, 2018 Workshop

B. August 16, 2018 Regular Meeting

Secretary Boon made a motion to approve the minutes of the August 16, 2018 workshop and August 16, 2018 regular meeting, as presented. President Cline seconded the motion.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Commissioner Gerald Peterson

Secretary Boon made a motion to accept the resignation of Commissioner Peterson. President Cline seconded the motion.

Vote was unanimous. The motion was carried.

Discussion: The Commission discuss the application process timeline and set the appropriate dates for application deadline, interviews and appointment. Direction is given to Executive Director Keene to draft a press release and advertise the application for appointment to Port of Woodland Commissioner District 2.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. 2019 Operations Budget and Market Rate Review

Commission and staff review and discuss the increase in market value of building leases. Further discussion regarding market rate will be part of the workshop on September 20, 2018.

UPCOMING MEETINGS, TRAINING & EVENTS

September 20 – Chamber After Hours – Hosted by American Paper Company

COMMISSIONERS REPORTS

No reports

ADJOURNMENT

Secretary Boon made a motion to adjourn. President Cline seconded the motion. Vote was unanimous. The motion was carried.

President Cline declared the Regular Meeting adjourned at 4:33 P.M.

WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary

ABSTAIN

Gerald Peterson, Commissioner

PORT OF WOODLAND

COMMISSION MEETING

9/5/18

GUEST LIST: Please sign your name and the organization you represent.

	<u>NAME</u>	<u>ORGANIZATION</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
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19.	_____	_____
20.	_____	_____