

DRAFT AGENDA
Board of Directors
Fort Worden Public Development Authority
Commons, Company A, Fort Worden
April 23, 2014

REGULAR Board Meeting: Wednesday, April 23, 2014 9:00 a.m – 12 p.m.

I. Call to Order

II. Roll Call

III. Public Comment

IV. Changes to the Agenda

V. Consent Agenda

A. Approval of Board Minutes, March 19, 2014

VI. New Business

A. Review of 2014 Operational Budget

Action: Motion to adopt 2014 PDA Operational Budget

B. Review Resolution to Approve Line of Credit and Loan Signers

Action: Authorize Board Vice-Chair to sign resolution for line of credit and loan signers

C. Review Promissory Note for \$25,000

Action: Motion to authorize Executive Director to sign Promissory Note with Rick and Deborah Zajicek for \$25,000

D. Review Draft FWPDA Personnel Policies

Action: Motion to approve Personnel Policies

VII. Old Business

A. PDA Employee Hiring Update

B. Review of ATRIO Reservation System

C. Review of Strategic Marketing Plan and Branding

D. Capital Projects Update

- Building 270
- Building 245
- Front Desk
- NoaNet

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VIII. Committee Reports & Board Discussion

- A. Executive Committee: Cindy Finnie
- B. Hospitality Committee Report: Bill James
- C. Marketing Committee Report: Scott Wilson
- D. Capital Projects Committee Report: Bill Brown

IX. Directors Report

X. Upcoming Meetings

- Executive Committee—TBD
- Hospitality Committee Meeting—TBD
- Marketing Committee—TBD at meeting
- PDA Regular Board Meeting—May 21, 9:00 a.m-11:30 a.m. Commons

XI. Public Comment

XII. Adjourn