

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