



Board of Director Special Meeting Minutes

June 19, 2014 Recorder: Donna Halvorsen

1. **Call Meeting To Order:** Harvey Mc Donald called meeting to order at 10:02am.

2. **Roll Call:**

Chair	Thorne Bay	Harvey McDonald	present
Vice Chair	Klawock	Jeff Nickerson	absent excused
Sec/Tres	Craig	Otis Gibbons	present via teleconference
Director	Wrangell	Bernie Massin	present via teleconference
Director	Hydaburg	Jolene Edenshaw	present via teleconference
Director	Coffman Cove	Misty Fitzpatrick	present via teleconference
Director	At Large	Dee Dee Jeffreys	present via teleconference

Staff Present: Dennis Watson, Chrissy Torsey-Lucero and Donna Halvorsen
 Staff present via teleconference: None
 Public Present: Brian Wilson
 Public present via teleconference: None

3. **Approval of Agenda:** Motion: Approve agenda as presented as well as adding amendment to Resolution No. 2014-12 *item a) under New Business* to include authorizing use of signature stamp; moved by Harvey McDonald and seconded by DeeDee Jeffreys. Motion approved unanimously.
4. **Approval of Minutes:** Motion: Approve minutes of the April 29, 2014 Regular Meeting as written; moved by Harvey McDonald and seconded by Misty Fitzpatrick. Motion approved unanimously.
5. **Public Comment:** Misty Fitzpatrick presented an idea on behalf of someone from the public; the IFA should look into the viability of running out of Coffman Cove once a week if the North End Authority starts up next year. The North End Ferry would travel between Coffman Cove, Wrangell and Petersburg so it will create a link that POW residents don't have right now. She continued that the thought is that if the IFA ran out of Coffman Cove, it would provide a desired service and it might boost overall IFA ridership. Dennis Watson will run the numbers and get back with the BOD on what the possibilities are.
6. **Executive Session.** Motion: Adjourn Special Meeting at 10:09am and move into Executive Session to discuss the General Manager's evaluation and MOA, a subject that may prejudice reputation and character, as well as, amend motion to include Dennis Watson and invite Brian Wilson in the Executive Session; moved by Harvey McDonald and seconded by Bernie Massin both of whom agree to the amendment. Motion approved unanimously. Harvey McDonald addresses Dennis Watson, "The Board has voted to go into

Executive Session; however, the Board will hold this discussion in public if you so desire. If you desire a public discussion, you need to tell us now.” Dennis Watson replies that, “The Executive Session is fine- we’re already set up for it.”

7. **Old Business:** Harvey McDonald calls the Special Meeting back to order at 10:41am and takes a roll call; the same participants are present as the 10:02am roll call.

a) Second Reading Draft #3 FY2015 Budget Resolution No. 2014-09. Motion: Approve Resolution No. 2014-09 FY2015 Budget providing for the establishment and adoption of the budget for the fiscal year 2015 and establishing an effective date; moved by Otis Gibbons and seconded by DeeDee Jeffreys. Dennis Watson adds an amendment to the resolution that “Chrissy Torsey-Lucero receives an increase to her annual salary which increases the overall IFA Administration payroll/benefits/taxes expense \$4289.30 annually.” Concerns were discussed whether we could afford it, whether she would get another raise if/when managers were able to get raises, and that this was brought to the Board on too short of notice. Both the “mover” and the “seconded” accept the change to the resolution. Dennis Watson will send out the adjusted budget for your records. A roll call vote was taken and motion passes.

Chair	Thorne Bay	Harvey McDonald	yes
Sec/Tres	Craig	Otis Gibbons	yes
Director	Wrangell	Bernie Massin	yes
Director	Hydaburg	Jolene Edenshaw	no
Director	Coffman Cove	Misty Fitzpatrick	yes
Director	At Large	Dee Dee Jeffreys	yes

- Misty comments that she was torn about the pay increases right after we’ve been struggling financially. We get a large appropriation from the state and the first thing we do is give raises when word on the street is that everyone is concerned how high IFA payroll is. But the fact that we haven’t given raises in 7 years, I think that we are choosing to take care of our people rather than look at public opinion or appearance and that’s the reason Misty voted yes.
- Jolene comments that she voted no because she disagrees with the process of how the amendment was added. She thinks it is fair to give employees a raise finally but it’s not ok to bring such a significant item to the budget on the final reading when this should have been thought about in the beginning.
- Dennis comments that he understands what misty is saying. We needed to make this raise happen; it’s been a long time coming and our pay is not high. The crew has come up to the cause and they have been waiting a long time and this is the right thing to do.
- DeeDee Jeffreys agrees with Dennis

8. **New Business:**

a) Resolution No. 2014-12. Motion: Remove Gail Slentz as a check signer and authorize use of Dennis Watson’s signature stamp to be utilized by Finance Manager with his permission in his absence on any and all IFA accounts held at First Bank; moved by DeeDee Jeffreys and seconded by Misty Fitzpatrick. Internal control concerns regarding the signature stamp were discussed then resolved. Since requiring two check signers is not feasible for the IFA because people are not always readily available, the Board agreed that having crime insurance, requiring pre-authorization via email to use the signature stamp and starting a log with back-up documentation for each time the stamp was used covers their internal control concerns. Motion approved unanimously.

b) Dennis Watson's Memorandum of Agreement and Amendment.

- Initially, DeeDee Jeffreys makes motion to change dates on MOA and Bernie Massin seconds it; immediately following this, both parties agree to withdraw their actions.
- Motion: Accept Dennis Watson's MOA; moved by DeeDee Jeffreys and seconded by Bernie Massin. Motion approved unanimously.
- Motion: Amend the MOA with Dennis Watson to change the dates to "July 1, 2014 through June 30, 2015" moved by DeeDee Jeffreys and seconded by Bernie Massin. Board agrees that the Chair will ensure the evaluations are done prior to the expiration date of the MOA. Motion approved unanimously.

d) Add authorized contact to Bank of America credit cards. Motion: Approve adding Angelique Collins as an authorized contact for IFA credit cards held with Bank of America; moved by Harvey McDonald and seconded by Misty Fitzpatrick. Motion approved unanimously.

e) Three Expiring Board seats on June 30, 2014. Harvey McDonald was reappointed by the City of Thorne Bay on May 6, 2014 to be their IFA Board Representative; Brian Wilson was appointed by the City of Coffman Cove on March 20, 2014 to be their IFA Board Representative; the City of Hydaburg had a tie vote for their two nominees and their final choice will be determined at a future date- Jolene Edenshaw will remain in the Hydaburg seat until a final decision is reached.

9. **Board Comments:** Misty states we should charge for parking in HYL, and Dennis states the parking lot paving looks good and actually drains water away from the building.

10. **Schedule Next Meeting:** TBA

11. **Adjournment:** Motion: Adjourn meeting at 11:23am; moved by Jolene Edenshaw and seconded by DeeDee Jeffreys. Motion approved unanimously.