

**Homer Marine Trades Association  
Regular Business Meeting  
September 13, 2023  
Harbormaster's Office**

**MINUTES**

Call to Order: The meeting was called to order by President Pro-tem, Mark Zieset at 6:10 p.m.

Officers/Directors present/quorum: Cinda Martin, Mark Zieset, Kate Mitchell, Bruce Friend, Adam Smude and Jen Hakala (telephonically). Claire Neaton, Aaron Fleenor, Eric Engebretsen, Josh Hankin-Foley were absent/excused. A quorum was established.

**Guest Presentations:**

- Harbormaster Bryan reported that the expansion study is progressing and they have been told by the Army Corps that several cost overruns have been identified and they anticipate the total cost to be in excess of \$3 million. The City intends to seek out additional funding from the State, Feds and City budgets. They have been actively meeting with Army Corps headquarters and Senator Murkowski about options. They are talking about taking a 6 – 16 month pause to get additional funds appropriated. HDR is working on identifying the fleet to gage the size of the expansion. The next public meeting is set for 9/23 at the College and will include some breakout sessions. Bryan also reported that the Harbor has requested proof of insurance on all vessels this year and they are finding a lot of vessels in all size classes that are uninsured. He'll be attending the Alaska Harbormasters Conference in two weeks in Ketchikan.

Approval of Agenda – Motion by Bruce Friend to approve the Agenda as presented, 2<sup>nd</sup> and carried.

Approval of Minutes of August 9, 2023 meeting: Motion by Adam Smude to approve the minutes as written, 2<sup>nd</sup> and carried.

Treasurer's Report –Jen Hakala prepared current financials for review including the Statement of Financial Position, Trial Balance and A/R Aging, attached for the record. There is \$26,844 in the checking account. Amy reported that an email was sent out to all existing members to ask if they wanted to renew prior to invoicing to avoid outstanding invoices and chasing down renewals all year. The A/R amount reflects only those renewals that have been invoiced to date.

**Communication Director's Report – Amy reported on the following:**

- Membership – focusing on renewal and reaching out to some new potential members, UCITA and Lane Chesley have expressed interest. She is targeting some other organizations and businesses.
- Website – she has been working on new listings and recognizes that there is an issue with alphabetizing; she will be checking in with Grady to see what is happening. She will clean up categories and make sure members are appropriately placed before the brochure deadline.

**Committee Reports:**

- Advertising – Kate
  - Tide Book – deadline 9/15 to submit to Pioneer Printing; Amy noted that all advertisers have been renewed and they are ready to submit

- Print – Fisherman’s News and Pacific Fishing need to be decided upon by December to print in the January issues. Typically the cost comes out of the Harbor’s advertising budget.
- Committee – recommendation by Mark to re-form the committee to generate new ideas and formulate a yearly plan and budget; several board members are interested; meeting date to be scheduled by Mark
- Website/Social Media – Josh/Amy will get back on Social Media after the Annual Meeting and membership renewals are done
- Radio – Mark (re-visit February agenda)
- Podcast options – Amy suggested including the topic in Advertising Committee for future discussions and also recommends Spotify
- Workforce Development - Aaron
  - FOLs – Cinda communicated with Darmara at the HHS who will coordinate with us for space and advertising within the school.
  - KPC courses – no response from Jill to date
- Scholarship – Cinda had no report
- Membership – Amy covered in her report

Old Business:

- Annual To-Do List – Mark review/action items
  - Trade Show Banner - will need to get ads solidified soon as the PME is early this year 11/8-10/23. Amy plans to send out emails to past advertisers, Mark will work with Danny at NW Signs.
- PME 2023 – status of booth space commitments/availability; we have 1 space left but have had no response yet. Amy will contact a couple of members that had expressed interest earlier in the year. Bryan suggested that we have a drawing to bring people into the booth suggested a brailer bag filled with member schwag – guess the value of the contents; will put together after the Annual Meeting.
- Annual Meeting planning – Saturday, 9/30 5pm
  - Bylaw Revisions – notices out by 9/20 – Motion by Kate Mitchell to recommend the addition of Reciprocal Member to our Bylaws as written to the membership at the annual meeting, 2<sup>nd</sup> and carried.

**ARTICLE II – MEMBERSHIP**

**AMEND TO ADD:**

**Section 4. Reciprocal Member. For organizations with which the Board of Directors agree to trade annual non-voting membership. Reciprocal memberships will include a listing on HMT website and brochures, and be given opportunity in cooperative advertising offered to the general membership.**

**Re-number remainder of Article II.**

- Agenda – see attached draft; include PME drawing and FOL’s presenters; add Amy’s report to Marketing segment
- Refreshments – Amy/Jen reported that she inquired about the cost of refreshments to stay within our \$400 budget; he emailed back that the budget was on the low side based on 45 people but they could work with it. Motion by Kate to add another \$100 to the budget for a total of \$500 for refreshments, 2<sup>nd</sup> and carried.

- Ballots – 3 board seats open at this point; George Hall would like to be considered. Cinda will create the ballot, reach out to last 3 members who have not responded; send recruits to her to be listed.
- Chalkboard TV update – Amy reported that they did come to Homer and went on a fishing charter but didn't contact anyone we connected them to

New Business:

- None

Action Items: Amy

- Advertise Annual Meeting include notice regarding Bylaw revision
- Continue invoicing renewals
- Continue building out the membership
- Work with Cinda on FOL schedule, email blast

Next Meeting: Tentatively Wednesday, October 11<sup>th</sup> at 6pm, space TBD

Adjournment: There being no further business to come before the board of directors, the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Cinda Martin  
HMTA Secretary