

Aleutian Islands Waterways Safety Committee
Managing Board Meeting Summary
September 7, 2023
9:00 – 10:00am (AKDT)
Via Webinar

Attendees:

Shari Coleman, Secretary/Treasurer
Captain Buddy Custard, Vice President
Peggy McLaughlin, WSC Chairwoman
Mayor Joe Bereskin, Board Member

Others:

Sierra Fletcher, Nuka Research
Haley Griffin, Nuka Research

Call to Order and Approval of Agenda

The September meeting of the AIWSC Managing Board was called to order by Captain Buddy Custard at 9:00 AM.

Motion Ms. McLaughlin, Ms. Coleman to approve the agenda as presented. Motion approved by non-objection.

Approval of Meeting Summary May 18, 2023

Motion Ms. Coleman, Ms. McLaughlin to approve the meeting Minutes of May 18, 2023, as presented. Motion approved by non-objection.

Old Business

New Bank Account

Captain Custard stated a bank account has not yet been established, however, progress is being made towards opening an account. He reported that the WSC will be moving away from Wells Fargo towards another more local bank in Alaska.

AIWSC Registered Agent

Captain Custard reported that the Committee was involuntarily dissolved by the State of Alaska in February of 2023. He visited the state office and paid the outstanding dues of the Committee, reestablishing the organization's good standing as a non-profit. Once the paperwork arrives, Buddy will go to the chosen bank and establish an account.

Peggy asked about the financial standing of the Committee, and who made the payments. Buddy replied that his organization plans to contribute \$5,000 in seed money for the Committee to resume operations again, and part of this money was used to pay off the outstanding costs.

Funding Requests

Captain Custard spoke to the status of AIWSC funding requests. He stated that he will also be reaching out to Andrew Hartsig at Ocean Conservancy for a donation. Buddy also stated that he will process the paperwork after the meeting to complete and submit a Biennial Report to the state on behalf of the Committee.

Insurance

Captain Custard reached out to Ronda Robertson with no response, and stated he will reach out again to inquire her interest in serving as the Committee's Accountant.

Facilitator's update

Ms. Fletcher gave an update to the Board. She spoke to the monthly calls Nuka has held with Captain Custard to track ongoing action items, and that when the Committee is ready and members are re-established, the website can be updated. She also suggested that when Captain Custard goes back to Andrew Hartsig to ask for funding, he'll need to provide Andrew with a grant report to fill out. Ms. Griffin reported that Nuka provided the registered agent and associated costs, and an insurance quote from Alaska Pacific Insurance to Captain Custard.

Membership Committee and Workgroups

Election of Managing Board Members

Captain Custard reviewed the roster and Resolution 23-01, recommending that Ms. McLaughlin act as interim Vice President/acting WSC representative on the Board of Directors. Ms. Coleman recommended amending the Resolution.

Motion Mayor Bereskin, Ms. McLaughlin to ratify Resolution 23-01 with a friendly amendment Peggy McLaughlin as Vice President/acting WSC. Motion passed unanimously.

New Business

Review Committee Roster

Captain Custard reviewed the Committee Roster. He recommended sending an email out to all members to gauge interest in maintaining their positions. He pointed out the vacancy of the oil spill response stakeholder seat in particular, recommending Nate Hatfield to fill the primary seat.

Ms. McLaughlin emphasized the importance in following the Committee's processes. She recommends that existing members are solicited for their interest to stay on the Committee, remaining vacancies are examined and interested parties established, then solicit interest to fill remaining seats. Captain Custard concurred. If folks' express interest, they must send in a letter of interest and resume. Peggy also emphasized the staggered seat appointment process for both the Board and Committee must be maintained, and that the dates of appointment may just be extended for those who show interest.

Captain Custard will draft an email to send existing AIWSC members for their interest and send it to the entire Board for their review and approval before disseminating it. He expressed his desire to have at least 1 more Member on the Board of Directors moving forward. Ms. Griffin replied with a quote from the Bylaws which state, "The number of directors of this corporation shall be no less than three (3) and no more than nine (9)."

Ms. McLaughlin pointed out that the existing members have experience with the WSC and understand the organization's mission, and asked Captain Custard to solicit interest from Aaron Poe at ABSI and encourage him to submit a letter of interest to become a Board member. She also stated that the size of the Managing Board should be discussed by the Board after determining the level of interest from existing members to guide the Committee.

Next Committee Meeting

Ms. McLaughlin questioned whether the WCS was ready for a committee meeting, in which Captain Custard replied that there is still work to do before. He concurred with Ms. McLaughlin that the Board should get more organized, members should be reappointed, vacant seats on the Committee and Board should be filled and a work flow timelines should be established prior to

holding, or even calling a full Committee meeting. Captain Custard also pointed out that an agenda needs to be established and the Waterways Safety Plan be reviewed.

Ms. McLaughlin asked the Board if they were planning on attending the annual conference of the [Alaska Municipal League](#) (Dec 6-8). She stated it could be a good organization to recognize the WSC's throughout the state and that the Board could meet in-person.

Ms. Coleman recommended Friday, December 8th for an in-person meeting in Anchorage, AK. Ms. McLaughlin stated that sometimes the DOT office lets organizations use their space for free, and Captain Custard also stated that his offices are available for use in Anchorage.

Next Steps and Action Items

- Captain Custard will establish a registered agent for the WSC.
- Captain Custard will work on the Biannual report to submit to the State of Alaska.
- Ms. Griffin will amend Resolution 23-01 and send it to Ms. Coleman for signature.
- Captain Custard will work with Nuka to draft an email to existing members before the next MB meeting to solicit interest.
- Captain Custard will reach out to Aaron Poe for his interest on being on the committee or the board.
- Captain Custard will draft an email for existing WSC members, and send it to the board for review and approval before dissemination.

Set Next Meeting

The next Board meeting will take place on Friday morning, December 8, 2023 in Anchorage, AK.

Adjourn

Motion Ms. McLaughlin, Ms. Coleman for adjournment. Motion approved by non-objection. Meeting adjourned at 9:33 AM.

Meeting Materials:

1. May 18, 2023, draft minutes
2. Latest Roster
3. Resolution 23-01 Appointment of Officers