

# Aleutian Islands Waterways Safety Committee

## Managing Board Meeting

### Summary

**December 3, 2020**  
**Webinar**

**Participants:**

Mayor Joe Bereskin, Board Member  
 Captain Buddy Custard, Vice President  
 Shirley Marquardt, President

**Ex Officio:**

Aaron Poe, Aleutian Bering Sea Islands,  
 LCC (ABSI)  
 LCDR Bart Buesseler, NOAA Office of Coast  
 Survey

LT Hadley Owen, NOAA Office of Coast  
 Survey

**Others:**

Tim Robertson, Nuka Research and  
 Planning Group  
 Rhonda Wayner, Arctic Tern Professional  
 Services  
 Sara Nichols, Nuka Research and Planning  
 Group

**Call to Order**

President Marquardt called the meeting to order at 3:00pm.

**Review of Action Items From Last Meeting**

Who	Action	Status
<b>Shirley/Peggy</b>	ask Jennifer Tungul to move to cargo seat and recruit Laurie Galloway for Terminal Operator Seat	Ongoing
<b>Aaron</b>	send Tim potential grant information for Nuka staff to apply	Ongoing
<b>Tim/Buddy/Bart</b>	hold a call re: NRDA Funding	call held; proposal submitted
<b>Buddy</b>	Establish checking account	Ongoing
<b>Nuka</b>	Establish paypal account	pending checking account set-up
<b>Nuka</b>	finalize tiered payment names and circulate the contribution letters	tiers & contribution letter finalized; Distribution is pending checking account set-up
<b>Aaron</b>	reach out to St. Paul connections again for a possible At Large representative	Ongoing

**Agenda Approval**

**Add agenda item? Nuka Research Contract**

**Meeting Minutes of September 24, 2020**

## **No objection - adopted**

### **Secretary/Treasurer Report**

Tim Robertson

Grant is gone

Buddy has appointment tomorrow with bank to set up the account. AMPRN will pledge \$2500 right off the bat

### **Committee Chair Report**

Peggy McLaughlin

### **Ex Officio Member Reports**

Bart Buessler referenced committee call item....

Hadley Owen introduction – leaving you in good hands. Held a call with Nuka...

Aaron – no report

### **Facilitators Report**

Tim Robertson – NRDA proposal was submitted – spent a lot of time on that. Will be monitoring that process closely. WSC meeting was held successfully. Sara doing a lot of work with Committee seats (expiring and vacancies); once we can circulate the letters, we will be sending them out to all once bank account is in place. D&O insurance research...Overview of what Sara emailed...

### **Committee Vacancies**

- *Barges - Primary*
- *Port Director, Harbor Master, Local Gov't – Primary*
- *Ships Agents - Primary*
- *Vessel Monitoring & Tracking - Primary*

### **Committee Appointments**

- *Resolution 20-03 Reappointing Committee Stakeholder Seats*

Motion JB, BC to approve Res 20-03. Motion passes

- *Response Organization, Primary – Matt Green*

Motion BC, JB to appoint Matt Green. Motion passes

- *Ships Agents (Primary – Morgann Machalek; Alternate – Andrew Mew)*

Motion JB, BC – Motion passes

- *Vessel Monitoring & Tracking (Primary – Matt York; Alternate – Ed Page)*

Motion BC, JB to appoint – motion passes

## **Ratify October 15 email vote – NRDA funding proposal**

Motion JB, BC to ratify – motion passes

## **2021 Budget – discussion & next steps**

Tim – modified budget bookkeeping, D&O Insurance so there was an increase in the bottom line. Some special projects are not reflected here but there could be a Vessel Traffic Analysis that would go beyond this budget.

**Motion BC, JB to approve 2021 Budget - Asking for rounding up to \$50,000 to accommodate for contingencies – make a contingency line item to balance the difference. Motion passes**

## **AIWSC Accountant**

**Motion BC, JB to enter into a contract Rhonda Wayner Arctic Tern Professional Services as the AIWSC accountant and include her as a signer on the bank account.**

Nuka needs to step aside from the accounting since they are the subcontracted entity. Rhonda business started in 2000. Serve as a board member or serve as point of contact for financials? Can work remotely and my heart is with the Tribal Governments. Peggy Osterbach – ANMC I worked with them familiar w/ wide variety of non-profit organizations.

**Motion passes**

## **Director & Officer Insurance**

Tabled until more quotes can come in.

## **Contract Services of Nuka Research**

Motion BC, JB to instruct the President to enter into contract negotiations with Nuka and have a minimal monthly fee to cover administrative duties not to exceed 2021 budget and for additional operational tasks for special projects. **Motion passes**

## **Review Action Items & Next Steps**

- Contribution letter
- Checking account
- Addition entities to receive letter? All
- Set up bookkeeping system w/ Rhonda
- Amend budget
- Buddy/Sara offline D&O insurance research

## **Set Next Meeting**

Mid to late January

## **Adjourn – 3.49**

Thank you Bart for such a great job – you will missed. Hadley we are excited to have you on board.

Aaron

Meeting Materials:

1. September 24, 2020 draft minutes
2. Financial report
3. Current Roster & Expiring Seat responses
4. Resolution 20-03 Reappointing Expiring Stakeholder Seats
5. Matt Green Resumé
6. Matt York Resumé
7. 10/15 Email Vote results
8. Final NRDA Funding Proposal
9. Draft 2021 Budget
10. D&O Insurance Quote