

<b>PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES October 2, 2007 REGULAR SESSION &amp; RETREAT DISCUSSION/ASSESSMENT/FINDINGS</b>		<b>M = moved S = seconded MP = motion passed</b>
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	<b>Commissioners/Staff Present:</b> Port Commissioners (PCs) Norm Deo, Rodger Ford, & Wayne Vinyard; Port Counsel Teunis J. Wyers; Director Marketing/Public Affairs, (DM/PA) James Donnelly; Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler; Financial Consultant George Fox, CPA; Consultant Byron Hanke. <b>Guests Present:</b> None	Meeting called to order at 1:00pm
<u>ADMINISTRATIVE MATTERS</u> <u>Consent Agenda</u>	Items approved: Minutes - September 18, 2007 and September 27, 2007 Vouchers - September 25, 2007 and September 27, 2007 PC Deo had the following correction: Page 3-Remove 4 <sup>th</sup> sentence. PC Ford had the following corrections: Page 4-Spelling correction in the second sentence and under executive session, PC Vinyard was not present.	PC Vinyard M to approve consent agenda with corrections to September 18 <sup>th</sup> minutes, PC Deo S, MP
<u>RETREAT</u>	DM/PA Donnelly reported on the current projects and the future opportunities the port could pursue in 2008. Discussion followed.	
<u>DIRECTOR OF MARKETING/PUBLIC AFFAIRS REPORT</u> <u>GEORGE FOX, CPA</u> <u>FINANCIAL CONSULTANT</u>	Financial Consultant George Fox, CPA, gave a report and forecast of the financial status of the Port. He recommended the Port switch to Quickbooks financial software from MAS 90. Fox also suggested using some of the funds that were not spent on computer equipment in 2007 to purchase an upgraded computer for (AA/B) Ziegler. Capital projects were discussed. Streamlining the budget was also discussed.	By consensus the PC agreed to have George Fox change the Port's financial software to Quickbooks for 2008 and to upgrade AA/B Ziegler's computer.
<u>BYRON HANKE, CONSULTANT</u>	Consultant Byron Hanke wrapped up the retreat with a look into the future of the Port and how the commission and staff can best use their resources to accomplish future goals.	
<u>ADJOURNMENT</u>	PC Deo said he will not be in attendance at the October 16, 2007, PC Meeting.  The meeting was adjourned at 6:00pm.	

Approved on: \_\_\_\_\_ (Date) \_\_\_\_\_ Respectfully submitted \_\_\_\_\_ Margie Ziegler, Admin Asst/Bookkeeper

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Rodger Ford, Chairman