	PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES October 2, 2007 REGULAR SESSION & RETREAT	M = moved S = seconded MP = motion passed
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
ATTENDANCE:	Commissioners/Staff Present: 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. Guests Present: None	Meeting called to order at 1:00pm
ADMINISTRATIVE MATTERS Consent Agenda	Items approved: Minutes - September 18, 2007	PC Vinyard M to approve consent agenda with corrections to September 18 th minutes, PC Deo S, MP
RETREAT DIRECTOR OF MARKETING/PUBLIC AFFAIRS REPORT GEORGE FOX, CPA FINANCIAL CONSULTANT BYRON HANKE, CONSULTANT	DM/PA Donnelly reported on the current projects and the future opportunities the port could pursue in 2008. Discussion followed. 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. 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.	By consensus the PC agreed to have George Fox change the Ports financial software to Qucikbooks for 2008 and to upgrade AA/B Ziegler's computer.
ADJOURNMENT	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 As	sst/Bookkeeper
	Rodger Ford, Chairman	