

HARRISVILLE HARBOR COMMISSION
Regular Meeting June 3, 2010

Chairman Laatz called the regular meeting of the Harrisville Harbor Commission to order in the Harbor Building at 7:00 p.m. on June 3, 2010.

MEMBERS PRESENT: Chairman Arthur Laatz, Vice-Chairman Robert Sanderson,
Secretary Robert Schemanske; Treasurer J. Michael Crick,
Commissioners: Neal Gehring and Daniel Bruske.

EXCUSED: Marion Tartaglia

GUESTS: Russ & Carol Steven, Jamie Carruthers, Auditor, & Steve Baksis

ALSO PRESENT: Harbormaster Jerry Brown and Recording Secretary/Bookkeeper
Jeannette Schultz

The Pledge of Allegiance was recited. Roll call found six commissioners present.

Chairman Laatz welcomed everyone and proceeded to surprise Russ Stevens by presenting him with the resolution adopted by the Commission at the regular meeting of May 6, 2010 in which he was awarded the title of HONORARY HARRISVILLE HARBOR COMMISSIONER in recognition for his tireless efforts in bringing structure to the financial accounting of the harbor operations. Stevens thanked the Commission and expressed his pleasure in providing the much needed help to the harbor operations.

Harbormaster Brown then presented special personalized polo shirts to both Russ Stevens and Jeannette Schultz expressing appreciation for the extra work that each of them have done to improve the operations of the Harbor .

Reading of the minutes of the May 6, 2010 HHC minutes were waived. MOTION:
Schemanske/Gehring that the minutes be accepted as presented. Minutes were adopted.

Financial Reports:

Jamie Carruthers, Auditor with Stephenson & Gracik, CPA firm, presented an overview of their Independent Auditors Report for the year ending December 31, 2009. Although the Harbor was issued an Unqualified Opinion (which is the best opinion issued), she highlighted the notes to the financial statements and encouraged the Commissioners to read and implement the suggestions and recommendations of the audit. She added that she was encouraged by the improvements that have already been implemented this year and will be available for counsel throughout the coming year. The Commission thanked Carruthers for her report and excused her from the meeting.

A discussion regarding the deferred amount of the Harbor s note payable to the City of Harrisville resulted with the decision that Chairman Laatz will contact the Mayor to assure the City that we are mindful of our debt obligation and will make payments as soon as our cash flow

permits.* We appreciate the City's patience as the Harbor strives to return to profitability.

May Financial Reports were reviewed. MOTION: Crick/Sanderson that the reports be accepted as presented. Motion carried. Reports were adopted and placed on file pending audit.

Baksis Presentation:

Steven Baksis, who is one of our seasonal boaters and also a commercial art & marketing expert, presented several ideas for visual improvement of the kiosk at the Harbor. He has designed a logo for consideration and has done some soliciting for sign boards to be placed on the kiosk. He is willing to maintain the upkeep of the kiosk and offered to promote sales of various items, all to us at his cost. It was agreed that the kiosk is a focal point when boaters arrive and this could be a good source of revenue for the harbor. Proper maintenance of the kiosk for customer appeal will increase potential revenue for the harbor.

Harbormaster Brown expressed his pleasure with the prospect of proposed improvements and offered to coordinate his efforts with Steve to improve and accent the kiosk showing our pride in ownership.

Harbormaster Report

Harbormaster Brown reported that:

- " There are currently 28 seasonal boaters registered, with at least two more expected.
- " We are implementing a new Key Refund Policy on a trial basis.
- " Life Jackets, which are required to be used when riding on the pontoon boat, have been purchased.
- " Maintenance has included painting of the Gas Shack and the Welcome to Harrisville sign; power washing of the dock, etc.
- " New DEQ required sign is ready to be displayed.
- " Special thanks are extended to Bob & Karen Sanderson for providing the flags for the Harbor.
- " Special thanks to Steve Alexander who also provided a flag.
- " New Ice supplier is working out well.
- " Flowers at the harbor are provided and maintained by boaters Kleinert and Anseim.
- " The permit for dredging has expired and will need to be renewed to allow for needed dredging.
- " Dock crew is doing well.
- " Looking for a donation of 25 ft. of 3" pipe to be used as legs for the long dock.
- " The boater's annual party will be held on August 7th. The Commissioners are invited and encouraged to attend.
- " Need to pursue the pontoon boat project.
- " There is a need for 6 to 8 courtesy bicycles for customers use. Brown is soliciting donations to purchase bikes.
- " Thanks to the Flour Villa for donating a plant for the hearth in the Harbor building.
- " Status of the semi trailer used during construction of the harbor building needs to be pursued. Laatz and Brown will follow up and report at next meeting.

Committee Reports:

A personnel policy will be drafted.

UNFINISHED BUSINESS:

Bylaws: Plans to review the bylaws was tabled to a later date.

NEW BUSINESS:

Credit Card Policy: MOTION: Gehring/ Schemanske to approve the Credit Card policy as presented. Motion passed.

Financial Statements: MOTION: Crick/Schemanske to discontinue the services of VanMassenhove, Kearly, Taphouse & Faulman, P.C. to prepare quarterly financial statements for the Harbor. Motion passed.

Dredging: Gehring agreed to pursue permit for dredging from the Corp of Engineers.

Round Table:

Steve Baksis stated that he enjoyed the meeting and was impressed with the work that is being accomplished. He thanked the Commission for the opportunity to present his ideas and offer his area of expertise for their consideration.

Next Meeting is scheduled to be held at the Harbor on July 1, 2010 (with all future meetings to held there unless posted otherwise).

Adjournment: MOTION: Crick/Sanderson to adjourn at 9:20 p.m.

Respectfully submitted,

N. Jeannette Schultz
Recording Secretary

*** The chairman spoke with the mayor in days following this meeting to inform him that, while the Commission is realizing some profit, it would be prudent to wait until perhaps August to confer on restarting payments to the city on our financial obligation.**