

DRAFT OUTLINE MINUTES
Fort Worden Public Development Authority

Date: January 4, 2012

Time: 8:30 a.m.

Location: Fort Worden--Building 204

Scribe: Robison

Attendees: Scott Wilson, Anne Murphy, Lela Hilton, Bill Brown, Gee Heckscher, Norm Tonina, Tim Caldwell, Cindy Finnie, Ted Springstead

Absent:

Chair: Cindy Finnie

Staff: Dave Robison, Rick Sepler, Kate Burke

Public: Ron Kubec, Rick Zajicek, Rodger Schmitt, Alfred Chiswell, Gary Cummins, Kevin Alexander, Bob Gray

Topic	Recommendation/Action	Follow-up (if needed)
III. Approval of Agenda:	Approved by consensus	
IV. Approval of Minutes:	Dec. 7, 2011 (amended); Dec. 19, 2011 (amended)	
V. Action Items	None	
VI. Committee Reports	<ul style="list-style-type: none"> • The Communications Committee reviewed its Dec. 27 minutes (approved) and work plan. It also handed-out a draft vision statement. The Board recommended they make revisions to the final 3 inspirational words. • The Capital Projects Committee provided an update on the Building 202 budget and schedule. 	
VII. New Business		
A. City/PDA Operating Agreement	Dave Robison reviewed the draft agreement that he prepared with the assistance of the City Attorney and answered questions from the Board. The Board added new language to Section 3.2, Start-up Activities.	
VIII. Public Comment	Alfred Chiswell introduced his handout Coast Artillery Museum.	
IX. Work Session	Board members broke into committees to discuss committee topics and priorities; no actions were taken	
X. Next Meeting	Dave Robison reviewed draft agenda for next meeting: presentations by Tom Keegan, Peninsula College and Larry Fairleigh, State Parks	

XI. Partner Tours	Board members toured the following Partner organizations and facilities: <ul style="list-style-type: none">• Port Townsend Woodworking School• Madrona Mind and Body Institute• Centrum (toured Corvidae Press and artist residency housing)• Goddard College	
XII. Adjourn	4:20 pm	