

DRAFT AGENDA
Board of Directors
Fort Worden Public Development Authority
Commons B, Fort Worden

REGULAR Board Meeting: Wednesday, October 29, 2014 9:00 a.m. – 12 p.m.

12:00 to 1:00 p.m. Board tour of kitchen followed by lunch in the coffee shop (public welcome)

- I. Call to Order**
- II. Roll Call & Staff Introductions**
- III. Public Comment**
- IV. Changes to the Agenda**
- V. Consent Agenda**
 - A. Review & Approval of Board Minutes, September 22, 2014
- VI. Review and Discussion of Monthly Financial Reports**
- VII. Board review of the Mission, Values, and Vision Statement**

Action: Move to adopt the Board Mission, Values and Vision Statement as guiding principles for Fort Worden.
- VIII. Update on Building 202**
 - A. Review draft MOA between Peninsula College, Peninsula College Foundation and the Fort Worden Public Development Authority

Action: Motion to authorize Board chair to enter into the MOA with the Building 202 interested parties, as may be amended, to work cooperatively to secure funding for the Building 202 renovation.
- IX. Review of Food and Beverage Services at Fort Worden**

Review of September financials
- X. Staff Report**
 - A. Future Bookings
 - B. Wi-Fi Update
 - C. Sales & Front Desk Position
 - D. Year-end Fundraising
- XI. Board Member Reports**
 - A. Capital Projects—Bill Brown
 - B. Housekeeping Assessment—Bill James
 - C. Building 202—Scott Wilson
 - D. Board Member term expirations—Cindy Finnie
 - E. Business Development—Norm Tonina
- XII. Possible Board Motion to hold Executive Session to review lease terms and conditions with PT Hospitality, and/or Peninsula College in accordance with RCW 42.30.110(c).**

XIII. Public Comment

XIV. Tour of Kitchen, Seryery, Commons Café and other food service facilities

XV. Board luncheon in Seryery (public welcome—lunch cost is \$10.00 per person)

Lunch is tentatively scheduled at 12:30

No board business will be conducted

XVI. Adjourn