1805 Meeting called to order by President Tom Calvanese, Commissioners in attendance; David Bassett, Sam Scaffo & Gary Anderson. BW not present. Steve Courtier took minutes.

1805 **Unlisted Items:** Commissioners – GA requested that facility redevelopment update be listed under Old Business item A; Staff – None

1806 **Public Comment:** Bert White wished to thank the commission and staff along with Oregon Solutions for hosting a facility redevelopment workshop on Friday November 17th.

1807 **Approval of Minutes:** SS motioned to approve the October 17th, 2017 Regular Board Meeting minutes and the November 6th, 2017 Special Board Meeting minutes. GA seconded, discussion, motion passed, unanimous.

1809 **Managers Report:** PM updated the commission on status of the new electronic hydraulic install on the 25ton crane, the DSL land purchase survey information, and the refurbishing of the product hoist.

1819 **Old Business:** A) Facility Redevelopment Update – Port commission and staff discussed new information and progress resulting from the Friday November 17th facility redevelopment workshop hosted by Rep David Brock Smith & Oregon Solutions.

1836 **New Business:** A) Umpqua Bank Closure – GA motioned to transfer the Port’s accounts to Rogue Federal Credit Union assuming that it meets the Port’s financial needs. DB seconded, discussion. Motion passed, unanimous. B) Resolution 2017-6 “Landing Fee” review. GA motions to send the fishermen a letter WRT the 2% landing fee. SS seconded, discussion. Motion passed, unanimous. GA motions to approve resolution 2017-6 with modifications and outline clarification. SS seconds, discussion. Motion passed, unanimous.

1929 **Meeting Reports:** – Office Manager attended Risk Management training in Newport OR, Office Manager job shadowed Lenelle Comstock from the Port of Coos Bay to discuss the Port of Port Orford’s archiving project, office management, and financial software review.

1938 **Finances:** Office Manager gave an update on new financial software possibilities & discussion on landing fees. GA requested that the check register be included in the monthly commission packets.

1947 **Executive Session** – None
1948 **Future Agenda Items:**
   1) In depth review of pro forma conducted by CFA

1949 Meeting Adjourned.