

PORT OF WOODLAND
Commission/Staff Planning Retreat
Meeting Minutes
July 21, 2010

A Board of Commissioners/Staff Planning Retreat was held on July 21, 2010 at the Lewis River Golf Club, 3209 Old Lewis River Road, Woodland, Washington. President Cline called the meeting to order at 8:20 am.

A memo of public notice was sent via email to The Daily News, The Reflector, The Review and The Columbian concerning this meeting.

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| Those present were: | President | Paul Cline |
| | Secretary | Jerry Peterson |
| | Commissioner | Dale Boon |
| | Ex. Director | Nelson Holmberg |
| | Auditor | Carol Moore |

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| Guests present: | John McDonagh | Facilitator |
| | Comm. Joe Melroy | Port of Ridgefield |
| | Comm. Scott Hughes | Port of Ridgefield |
| | Comm. Bruce Wiseman | Port of Ridgefield |
| | Director Brent Grening | Port of Ridgefield |

President Cline welcomed and introduced the commissioners and director from the Port of Ridgefield. He then outlined the days meeting and introduced the meeting facilitator, John McDonagh.

Director Grening opened the meeting with comments about how the Port of Ridgefield conducts their annual planning retreat and the value of their retreat. Each commissioner from the Port of Ridgefield then took a moment to talk about the goals of the port commission. Director Grening spoke about staff goals and strategic planning. He spoke of what has worked, what hasn't worked, but all agreed that their annual planning retreat, which they call Apex, is very beneficial to the Port of Ridgefield. Port commissioners each spoke of the importance of this annual meeting, and the importance of inviting consultants and legal council to attend. At past

retreats they made long term plans for the port, which may or may not come to fruition earlier, but if they do, the plan is in place and ready to move on. The commissioners all offered their help in the future to the commissioners of Woodland.

After a short break, John McDonagh led the Port of Woodland commissioners and staff in a team building exercise.

After lunch, John continued to facilitate the discussion which began with the review of the ports mission statement, listing the ports vision, listing the ports values and key initiatives.

After a short break, the port commission and staff continued with the meeting, without John, by discussing a vision statement. Followed by revisiting the key initiatives and agreeing that this list be used to implement a strategic plan, which Ex. Director Holmberg will work on and bring back to the commission at their regular monthly meeting in August.

Secretary Peterson made a motion to adjourn the meeting. Commissioner Boon seconded the motion. Vote was unanimous. The motion was carried.

Meeting adjourned at 3:05 PM

WOODLAND PORT COMMISSION

Paul Cline, President

Jerry Peterson, Secretary

Dale Boon, Commissioner