

DRAFT Meeting Agenda

PORTLAND FISH PIER AUTHORITY BOARD OF DIRECTORS

July 8, 2024, 2:00pm

Hybrid Meeting Format
#6 Portland Fish Pier, Portland, Maine and
on the Zoom Platform

PFPA Board members

Class A Directors: Groundfish Harvester or Representative
Mary Hudson, MCFA
Vacant

Class B Directors: Groundfish Buyers
Nick Alfiero, Harbor Fish Market
Tim Merrill, Merrill's Seafood

Class C Directors: Representing the seafood industry of the State of Maine
Rob Odlin, Representing the Lobster Industry
Vacant, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large
John Arnold

Class E Director Representing the Portland City Council
Anna Bullett, District 4

Ex-Officio Members of the Board of Directors

Representing the Commissioner of the Maine DOT
Chris Mayo

Representing the Commissioner of Maine DMR
Meredith Mendelson, Department of Marine Resources,
President

Representing the Portland City Manager
Brendan O'Connell, Finance Director
Treasurer

*******Meeting Link*******

Join Zoom Meeting

<https://us02web.zoom.us/j/88281232570?pwd=F4dgDjQ2wKk8akrCzjmOhQEGRKYCmF.1>

Meeting ID: 882 8123 2570

Passcode: 138022

1. Approval of Meeting Minutes

March 18, 2024 PFPA Meeting

April 11, 2024 Joint Meeting of the PFPA and PFEX Boards of Directors

June 20, 2024 PFEX Meeting

Draft minutes attached.

Action Item. **Public Comment**

2. Approval of the Revised Bylaws

Draft Bylaws were developed by the Governance Subcommittee during the merger planning process. These bylaws will replace in whole the current bylaws by a two-thirds (2/3) vote of those directors present.

Draft Bylaws are attached.

Action Item. **Public Comment**

3. Offer of Employment to the Portland Fish Exchange Manager, Robert Vanmeter

Consistent with guidance from legal counsel, on June 20, 2024, at the last meeting of the Portland Fish Exchange Board of Directors the Board voted to terminate the employment of the Exchange Manager, Robert Vanmeter and to transition his status to that of a contract employee. With the effective date of the PFEX/PFPA merger being July 1, 2024, the PFPA is now the employer of PFEX staff and responsible for the hiring of an Exchange Manager. The PFPA Board is asked to consider rehiring Mr. Vanmeter as the Exchange Manager at terms and conditions consistent with those established by the PFEX Board.

If the Board wishes to discuss personnel matters prior to taking action on this request, it is recommended that they enter executive session for such a discussion.

Consistent with Exec Session statute--1 MRS 405(6)(A) the Board may go into Executive Session to discuss a personnel mater

Action Item. **Public Comment**

4. Election of Officers

The current slate of officers for the PFPA is:

- President: Meredith Mendelson
- Vice President: Vacant
- Treasurer: Brendan O’Connell
- Secretary/Clerk: Michael Goldman

Action Item. **Public Comment**

- 5. Subcommittees.** The Board is asked to consider creation of subcommittees to facilitate the efficient and management of Portland Fish Pier operations and facilities

As noted in the Bylaws, the Board of Directors may at their discretion create subcommittees to facilitate the management, oversight, and promotion of the organization. Members of subcommittees shall be appointed by vote of the Board of Directors at each Annual or Special Meeting. Membership on subcommittees of the Board may include non-board members, providing that the experience and expertise of members contributes to the competency of the body and the quality of decision making of the Board of Directors. Non-board membership on any subcommittee may not exceed active Board members in number, and leadership of all subcommittees shall be assigned to active Board members. All actions of subcommittees shall be recommendary to the Board of Directors and no subcommittee or any of its members may act on behalf of the Board. All meetings of subcommittees, including executive sessions, shall be noticed and conducted consistent with the provisions of these Bylaws...

Subcommittees must have a minimum of two (2) Board members and may include, but are not limited to the following:

- (a) Operations: Dedicated to overseeing the management, operation, and promotion of the Corporation's Portland Fish Exchange, and utilization of the other marine infrastructures of the Portland Fish Pier.
- (b) Real Estate and Facilities: Dedicated to marketing of Portland Fish Pier assets; overseeing the maintenance and improvement of Portland Fish Pier grounds and infrastructure; and the negotiation and management of Portland Fish Pier ground leases and parking assets.
- (c) Fisheries: Dedicated to connecting the operations of the Portland Fish Pier, Portland Fish Exchange, and the local seafood economy with local, regional, state, and federal agencies, interest groups, and the public on issues relevant to fisheries, current science, seafood industries, seafood marketing, and fisheries regulation.

- 6. Portland Fish Exchange, Auction software update –Robert Vanmeter, PFX Exchange Manager**

- 7. Setting future Meeting dates and locations – Board of Directors**

Currently, the PFPA meets on the 2nd Monday of the month at 3:00. These meetings have been remote since 2020. Traditionally the board met every other month or as needed.

The PFEX Board met monthly on the 3rd Thursday of the month at 3:00 and has been using a hybrid format with an in person at the PFEX board room.

The Board is asked to establish meeting norms for advertisement moving forward.

- 8. Adjournment**

Attachments for the meeting packet:

Draft Meeting Minutes

- *March 18, 2024 PFPA Meeting*
- *April 11, 2024 Joint Meeting of the PFPA and PFEX Boards of Directors*
- *June 20, 2024 PFEX Meeting*

Draft Bylaws for the Portland Fish Pier Authority