



Alaska Seafood Marketing Institute

Board of Directors Meeting  
Monday, November 19, 2018  
8am PST  
Renaissance Seattle  
515 Madison Street  
Seattle, WA 98104

**I. Call to Order** – Chair Jack Schultheis calls the meeting to order at 8:10 am PST.

**a. Roll Call**

**Board Members Present:**

Chair Jack Schultheis  
Vice Chair Allen Kimball  
Mark Palmer  
Tom Enlow (phone)  
Richard Riggs  
Tomi Marsh  
Duncan Fields  
Ephraim Froehlich

**Board Members Absent:**

Commissioner Mike Navarre  
Sen. Peter Micciche  
Sen. Gary Stevens  
Sen. Lyman Hoffman  
Rep. Louise Stutes

**Staff Present:**

Alexa Tonkovich  
Hannah Lindoff  
Michael Kohan  
Jeremy Woodrow

**b. Approve Agenda**

Chair Schultheis asks for a motion to approve the agenda as presented.

**Fields makes a motion to approve the agenda. Riggs seconds the motion. The motion passes unanimously.**

**c. Chairman's Remarks**

The Chair did not provide remarks.

**d. Executive Director Remarks**

The Executive Director did not provide remarks.

**e. Public Comment**

No members of the public were present to comment.

**II. Executive Session**

**a. Appointing an Interim Executive Director**

**b. Drafting recruitment notice for New Executive Director**

**Fields makes a motion to move into Executive Session to discuss personnel. Riggs seconds the motion. The motion passes unanimously and the Board moves into Executive Session.**

**III. Return to Open Session**

**At 11:07 a.m. Fields makes a motion to move back into public session. Riggs seconds the motion. The motion passes unanimously and the Board moves back into public session.**

**Fields makes a motion to appoint Jeremy Woodrow (pending Chief of Staff approval) as interim executive director taking over the position after December 21, 2018. Riggs seconds the motion. The motion passes unanimously.**

**Fields makes a motion that the Board will schedule a teleconference meeting on November 28, 2018 at 1:00 p.m. AKDT for the purpose of discussing the job description for the executive director position and other business as necessary. Riggs seconds the motion. The motion passes unanimously.**

**Fields moves that the ASMI Board will plan to meet in Juneau on February 19, 2019 in conjunction with the Alaska Fisheries Development Foundation's Symphony of Seafood. Palmer seconds the motion. The motion passes unanimously.**

**IV. Good of the Order**

Chair Schultheis asks if there are any further items to discuss. No further items are discussed

**V. Adjourn**

Chair asks for motion to adjourn.

**Kimball makes a motion to adjourn. Riggs seconds the motion. The motion passes unanimously.**

Adjourned at 11:40am PST

