

MINUTES
PORT OF SIUSLAW WORK SESSION MEETING

Wednesday October 16, 2019 5:30pm

Library

10868 E Mapleton Rd, Mapleton OR

These minutes were approved at the December 18, 2019 meeting

Commissioners

Terry Duman, President; Mike Buckwald, Secretary;

Bill Meyer, 1st VP, Craig Brandt, 2nd VP

Craig Zolezzi, Treasurer

This Work Session is to review the Ports reservation and cancellation policies.

- 1. Call to Order – 5:35pm**
- 2. Public Comment:** *No public comment.*
- 3. Approval of the Agenda by consent**
- 4. Reservation and Cancellation Policies –** Stewart explained the policy for the December Members. The question is to keep the existing policy for the December members or discontinue the program. In addition, was the amount of customers booking ahead of when they want to come in to get a particular site before someone else then cancelling several months. The following decisions were made....

December Members – will be able to make reservations starting December 1, 2019 for 2021. The deposit for the 2021 reservation is 100% payment of reservation total and is due at booking. If the reservation is cancelled, there is no refund. If the reservation is pushed back or the dates change, there will be no price adjustment and you will be charged for any dates added to the reservation and payment is due at the time of change. There are no refunds. After the 2021 reservation is made, future reservations can be made nine (9) months in advance. There are no refunds.

Motion by Meyer

2nd by Buckwald

Vote was unanimous

New Reservation Policy - Reservations may be made nine (9) months in advance of arrival. If the reservation is less than seven (7) days, 100% of the reservation is due at time of booking. If the reservation is less than 30 days, the deposit is 50% of the total reservation amount due at booking. On multi-month reservations, the total for the first month is charged as a deposit due at booking. If the reservation is cancelled, the deposit is forfeit. If the reservation is pushed back and rescheduled for a later date, the deposit is forfeit and a new deposit is required. There are no refunds.

Motion by Meyer

2nd by Brandt

Vote was unanimous

Stewart was instructed to make a resolution and be effective November 1, 2019.

Public Comment: *no public comment*

Adjourn – 6:57pm

Port Work Session Minutes