

**PORT OF GALVESTON
REQUEST FOR DISCUSSION AND
TRUSTEES ACTION**

BUSINESS ITEM – E-5

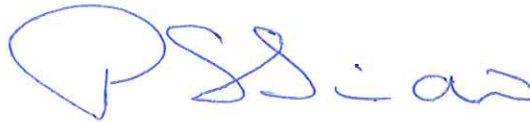
PREPARED BY: Peter S. Simons Interim Port Director December 18, 2017

SUBJECT: Discuss and Consider Election of Secretary of the Board of Trustees of the Galveston Wharves

BACKGROUND: The Bylaws of the Board of Trustees of the Galveston Wharves stipulate that the officers of the Board shall be a chairman, a vice chairman, a secretary and a treasurer (or a secretary-treasurer). With the pending retirement of the Board's current secretary, the Board must elect an individual to serve as secretary until the next annual meeting of the Board.

RECOMMENDATIONS: The Board of Trustees is respectfully requested to review the attached information, to listen to the briefing from the Interim Port Director and to elect an individual to serve as the secretary of the Board.

Respectfully Submitted By:



Peter S. Simons, Interim Port Director

DATE ACTION TAKEN: _____

Approved: _____

Disapproved: _____

Deferred To: _____

Incorporated into Minutes: _____

Motion By: _____

Seconded By: _____

Unanimous: Yes _____ No _____

By: _____

PORT OF GALVESTON
Briefing
DISCUSS AND CONSIDER ELECTION OF SECRETARY OF THE BOARD OF
TRUSTEES OF THE GALVESTON WHARVES

Background

The Bylaws of the Board of Trustees of the Galveston Wharves specify that the officers of the Board shall be a chairman, a vice chairman, a secretary and a treasurer (or a secretary-treasurer). The officers are elected at the annual meeting of the Board and the bylaws specify that they “shall serve for the ensuing year or until their successor or successors shall be elected.” Among other officers, the Board elected Ms. Judy Esponge as Secretary of the Board of Trustees of the Galveston Wharves at its June 5, 2017 annual meeting. At the same meeting, the Board also elected Mr. Mark Murchison as its treasurer.

Current Situation

Ms. Esponge will retire on December 31, 2017 after thirty-two and a half years of service to the Port. Accordingly, the Board must select an individual to serve as secretary of the Board. Staff recommends that Ms. Angie Ramirez be elected to the position. Ms. Ramirez has assisted Ms. Esponge with her Board-related duties since 2005, including agenda development, Board book assembly, Board meeting logistics and meeting minutes preparation. If staff’s recommendation is approved, Ms. Ramirez will serve as the secretary until a successor is elected.

Fiscal Impact

None

Staff Recommendation

The Board of Trustees is respectfully requested to review the attached information, to listen to the briefing from the Interim Port Director and to elect an individual to serve as the secretary of the Board.