

Willamette Rowing Club
Board of Directors
meeting March 2, 2014,

FINAL MINUTES

0900 am

Present: Board members Brad Smith, Jann Byrd, Scott Smith, Jana Schweitzer, Steve Wu, Cynthia Lund, Sam Gray, John Streuer; also Bill Byrd (men's captain), Phoebe Shen (women's captain). Also present Tiff Wood, Sarah Gray.

Absent: Monique Dupre

Note, to do's and updates since the meeting in RED. Questions in BLUE.

- Annual Board meeting minutes were approved.
- Captains' Reports: Bill reported on upcoming regattas, which include Covered Bridge in Eugene, Master's Regionals, and Canadian Master's Championships. He will put out emails advising of dates and soliciting interest. Phoebe reported on the struggles for the women with lack of experienced coxswains. This has just been relieved with the return of Sam Callen, although his commitment is uncertain at this time. Jenica has expressed interest in returning one weekend day. All are appreciative of Celi's commitment and increasing skill. Additionally there is possibly a U of P intern who might be available to cox. Who is following up on this? Both captains confirmed that current short term coach arrangement of Susan and Richard covering in Steve L's absence is working fine.
- Opening Day: after discussion and a vote, the Board agreed upon the following order of priorities for entries: Men's 8+ 1st choice, Mixed 8+ 2nd choice, Women's 8+ 3rd choice.
- Upcoming volunteer responsibilities for the club: In addition to our annual effort to volunteer at Jr Regionals, this year for the 1st time there will be a mandatory requirement for all the Master's Clubs to provide volunteers during the Master's Regionals regatta, with a formula that weighs degree of commitment per club size. WRC will be required to cover 8 x 4 hr shifts. Jana will send out an email to all members in March advising of the May Jr Regionals dates, and will send out an email in April regarding our commitment for June Master's Regionals. Jana will also develop a grid for the June commitment to assist members in signing up.
- Treasurer's Report: Please refer to attached budget. Summary, the club is in good shape financially, with sufficient reserves that we can re-direct some of the money towards additional coaching or equipment as needed. Club currently has 54 active members. Projections for current year are conservative, and lead to a net projected reserve of \$13,782 which is deemed as healthy. Items that were discussed:
 - a) Business Expense line item- erroneous EIN number and cancellation of our tax exempt status as a 501 c 7 social and recreational club. Likely to be reinstated retroactively.
 - b) Coaching-the budget accounts for paying for an assistant coach 3x/week for the 5 summer months of mid April through mid Sept. Details of whom to hire and schedule to be discussed at next board meeting.
 - c) Insurance-we are likely to get cancelled due to frequency of claims (one/yr over the past few yrs). Update Scott received a quote from Leonard Insurance (largest rowing equipment insurer in U.S.) that will increase our policy deductible to \$500 (FROM \$250) and reduce the annual premium by approximately \$900. The finance committee met and directed Scott to proceed with the new policy asap.
 - d) Launch moorage- past arrangement at Portland Rowing Club through a WRC member who was a member there is no longer in place due to the WRC member terminating their PRC membership. Scott has been in lengthy discussion with PRC regarding options, and it appears that WRC will need to join PRC to continue the boat moorage. This will involve an initiation fee and then an annual fee. Update : WRC launch was impounded on 3/3 due to non-payment. Scott has enrolled WRC as a member of Portland Rowing Club to allow for us to moor our boat there. The initiation fee is 900, annual dues of 100 and monthly moorage of 88 dollars.
- Erg arrangement: To compensate ORU for our regular erg use, WRC has agreed to the purchase of one new erg per year for the boathouse. Historically, the treasurer has sent out an

- email soliciting contributions from club members towards this purchase. Discussion of whether to continue this practice vs including the erg purchase in the equipment fund. Agreement to continue the status quo, as the perception is that the regular utilizers of the ergs are comfortable with this arrangement. Scott has raised sufficient money following the meeting to pay for our new erg purchase
- Club financial philosophy: Discussion that the philosophy is to keep fixed costs down, which leads to the club being more affordable. Those who have more means then can contribute to various items as needed , such as the ergs, new boats and related equipment. This would be helpful to convey more clearly in a welcome packet for new club members.
 - Assistant Boatman: Emily is interested in becoming assistant boatman, to learn about and help maintain the equipment. Richard as boatman is in support of this idea, as there are sufficient demands that it can be difficult for one person to manage. Scott moved and John seconded the proposal that Emily train and work as assistant boatman in exchange for 50% of her dues. (The boatman's full dues are waived in exchange for his duties). All in favor except for one, motion passed. Scott will notify Emily. Done. This is a one year commitment.
 - Review of dues structure, with conclusion that a prior member who wishes to row part of the year at the monthly \$60 rate would be fine. Jann will convey this to the member in question.
 - ORU request to use trailer in March: Frank would like to rent our trailer to take boats to Green Lake in March. Scott moved, Cynthia seconded that the rental fee would be \$100 plus any repairs. Motion passed with all in favor. Scott communicated with Frank regarding the arrangement.
 - New World Rowing trailer donation: In exchange for donating the launch trailer to WRC, New World rowing is asking for additional use of the launch that they donated to our club. Usage would occur during times that WRC does not use it. After discussion, Scott moved, Cynthia seconded that additional usage would be approved subject to NWR reporting monthly usage to WRC'S Treasurer. Prorated sharing of maintenance expenses based on total usage, financial responsibility for all damage caused during use, and replenishment of fuel used. Motion passed unanimously.
 - New Functional Committees: after discussion, board agreed as follows:
 - Sam will chair the Equipment/maintenance committee to focus on both preventative and future equipment needs.
 - Scott will chair the Finance/governance committee which will include a review of the bylaws.
 - Steve W will chair the Competition/training committee.
 - Jana will chair the Membership committee.
 - Cynthia will chair the Promotions/entertainment committee with an add-in of fundraising specifically the billeting and auction .
 - Jann proposed to chair a Uniforms committee.
 - Note, after conclusion of the meeting, Jana and Cynthia switched which committees they would share with one another. Also Jann accepted that her committee would also include board and award nominations for upcoming year.
 - Jana will send out an email explaining about these committees and asking for interest. Done.
 - Committee memberships to be presented at next Board meeting.
 - Lastly, brief discussion of the needed purchase of two collar inflatable life jackets for coxswain use. Sam will purchase.
 - Meeting adjourned at 10:30. Next board meeting in approx 6 weeks, mid April.