

Willamette Rowing Club Board of Directors Meeting September 20, 2025

Members in Attendance: Phoebe Shen, President; Petra Callin, Vice President; Michele Gamburd, Treasurer; Julie King, Secretary, and Members-at-Large: Jann Byrd, Mark Brubaker (via video), and Fred Stewart

Absent: JP Gianotti, Past President; Brenda Saling, Member-at-large

Guests in Attendance: Bill Byrd, Richard Williams, Scott Smith, Adam Withycombe

A meeting of the Willamette Rowing Club Board of Directors was held at Phoebe Shen's house on September 20, 2025. The meeting was called to order at 9:38am and adjourned at 11:57am.

Proposals Passed:

Phoebe moved and Petra seconded a proposal to approve the minutes from the March 2025 Meeting. The motion passed unanimously.

Phoebe moved and Jann seconded a proposal to upgrade trailer safety by purchasing wheel chaulks, safety cones, a jack, and a lugnut wrench. The motion passed unanimously.

Phoebe moved and Michele seconded a proposal to swap the Hudson 4+ (currently named Steak and Eggs) for the Brown. The motion passed with one abstention.

Michele moved and Phoebe seconded a proposal to fundraise for the cost of a new set of C2 sweep oars to replace the wooden handled oars. The motion passed unanimously.

Michele moved and Fred seconded a proposal to increase Adam's coaching stipend from \$60/session to \$70/session to start in January of 2026. The motion passed with one abstention.

Michele moved and Julie seconded a proposal to increase club dues by 6% for 2026. The motion passed unanimously.

Michele moved and Petra seconded a proposal to contribute \$1000 to VCL for milfoil eradication. The motion passed unanimously.

Action Items:

- As decided at the last Board meeting, Adam will purchase a dry suit as soon as his size becomes available.
- Fred will update the trailer loading document and send to Phoebe and Julie for incorporating into the Safety Procedures document and filing with our 'official' documents.
- Julie and Scott will work together to label all of our riggers.
- Julie will ask Steve if he is willing to inventory slings and let us know how many need to be replaced, repaired, etc. Also to research cost to replace.
- Phoebe will forward to the Board her list of requirements necessary to drive a launch at a practice.
- Phoebe will start to compile a 'job description' for the boat manager role.
- Julie will send a note to remind people to update/fully fill out FitClub profile for efficiency in setting lineups, etc., also and to encourage those with the desire to complete their boater safety card to be able to drive the launch.
- Richard will check with John Rudoff to inquire about the possibility of selling his boat to the club.
- Scott will lead the effort to fundraise for the new oars.
- Phoebe will re-establish a boat committee which will include Richard. Scott. and Bill.
- Michele will forward the message from VCL regarding milfoil eradication.
- Michele will inquire with Oaks Park about using the Dance Hall for our Annual Meeting in January of 2026.

Business completed via email between meetings:

Phoebe moved and JP seconded a motion to donate \$3,000 from club funds toward the Oaks Park Dock Rebuilding Campaign. Email voting was done and the motion carried. It was also decided that we would ask members if they wanted to donate directly to Oaks Park as they are a 501(c)3 so donations are tax deductible. Scott issued the invitation to give, and an additional \$5,500 was donated by WRC members.

A brief Board meeting was held on April 27. Team Captains, Richard, and Adam were also invited. The topic was our growing membership and how to keep our numbers high but manageable while we retain our collegial culture. Capacity is 60 seats per practice and the

highest number we have recorded is 45. It was decided we will be both more deliberate and more deliberative in choosing new members. In addition to Scott and Adam vetting prospects, team captains will also do informal vetting. Additionally, Board members are encouraged to engage with prospects after practice and at coffee hours. We will not offer membership to prospects until they have rowed with us for several practices.

Phoebe mentioned that the safety committee is working with Adam to determine guidelines and expectations for when our rowers who have a boater safety card are called on to drive our launches.

The Aswepe was damaged in transit to Cascadia and it was determined that replacing it will be more cost effective than repairing it. Richard found a pair/double Vespoli that appeared to be a good boat for us and the Board decided to allocate \$3K from club funds for the purchase. Richard is investigating further.

President's Report

- Please do not put decorations on the boat including flags.
- The Board should start planning for the Annual Dinner now. Hannah is looking into an alternation location.

Treasurer's Report

- Finances are in good shape, likely to end the calendar year with a modest surplus ~\$7K.
- Discussion about increasing dues by 6% in 2026. (Richard mentioned that Oaks Park has agreed to hold rack rates steady through 2028.)
- It is important to keep the club anticipating dues increases that track with inflation.
- Suggested we contribute to the effort to eradicate milfoil on Vancouver Lake.

Boat Manager Report

- Richard purchased a 4+ for \$5K that the people who have rowed it feel it is a better boat than the Brown.
- Consider replacing the C2 smoothie sweep oars with the wooden handles. Probably would want to fund raise (~\$300/oar?, set is ~\$2400 prepainted red)

Captain's Reports:

- Per Jenny, WRC team 'efficiency' has improved from previous year. Medal rating has also improved.
- Per Richard, please be as forward focused in communicating when plans have changed and race lineups need to be changed. Last minute changes by one person cascade into multiple changes and a lot of work for our race planners.
- Reminder to be kind and assume good intentions.

Trailer Report (Fred):

• Let's add more people to the list of people who can drive a trailer and give them training starting with driving around the Oaks Park parking lot as practice, and then serving as a

- spotter, accompanying an experienced driver and spotter. Also recommend best practice to have a second vehicle following the trailer.
- Discussion about increasing safety practices. See accompanying document. Particularly creating a log book for the trailer on maintenance, etc.

Adam's Report:

- Adam would like to be Level 3 recertified. Cost is \$750 for the course, but also requires a
 full weekend (in Seattle or CA) which means travel costs, and hours of "student
 teaching" which is difficult given Adam's full coaching schedule.
- Second launch: Adam has been working to get the second launch out and running, working well.
- Adam is considering what training is needed to get people comfortable as launch drivers.

Safety Committee:

- TestFest was a big success, both helpful and fun. Let's do more in the future.
- Phoebe is toying with the idea of a weekend away (like Suttle Lake outings of the past) to do more testing, and for more team fun.
- We will continue twice-annual safety events.
- White board at the front of the boathouse that shows water and weather conditions will be filled in by safety committee members particularly for winter conditions.

Jann:

Created a bulletin board/white board for details team related concerns. Brand is assisting
in building a place for coxboxes to live.

Membership Report (Scott):

- 57 members currently
- Added 10 full or associate members since March.
- Having prospective members row 4 times before we and they make the decision to join us.

The Board expresses our sincere thanks to:

- ★ David Setter for creating and uploading the new member form, it's working great.
- ★ Scott for the amount of time and effort spent on membership.
- ★ Trailer committee for working hard to keep our boats and equipment safe.
- ★ Safety committee for organizing and executing a fabulous TestFest.
- ★ Finance committee for continued attention to our costs and cash flow.
- ★ Jann and Bill for their many volunteer efforts on behalf of WRC.

Next Meeting: December 6, 9:00am

Items to be considered at the next WRC Board Meeting:

Developing job description for the equipment manager.

Respectfully Submitted,

Julie King, Secretary

WRC Board of Directors

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