

MARCH 2015 BOARD MEETING

WESTERN RESERVE ROWING ASSOCIATION

March 2, 2015, Cleveland Rowing Foundation Boathouse, 6:30 pm

In attendance: Kathy Whitford, Frank Campbell, Victoria Anders, Laura Loesch, Sally Fahrenholz, Jennifer Prugh, Michelle Lundon-Fox, Maurice Ruelens

Next meeting - WRRR Board Meeting - April 7, 2015, CRF Boathouse - 6:30 pm

SECRETARY'S REPORT

FRANK CAMPBELL / AMY HARMON

1. Minutes of previous Board meetings

- December Minutes

KW moved to approve the December meeting minutes. Laura Loesch seconded. Approved.

- January Minutes

Kathy Whitford moved to approve the January meeting minutes as amended. Sally Fahrenholz seconded. Approved

- February Board meeting minutes

Kathy Whitford moved to approve the February meeting minutes as amended. Sally Fahrenholz seconded. Approved.

2. Notice and Ratification of action taken in between meetings.

* Ratification of email votes for:

- Club Manager role

- Kirk Lang - WRRR Membership

- Gloria Story - WRRR Membership

Kathy Whitford moved that the Club Manager position will remain salaried and that the Club Manager can use a volunteer to relieve her one night a week and that the Club Manager would have responsibility over the volunteer. Michelle Lundon-Fox seconded. Approved.

Kathy Whitford moved to approve that WRRR provide Kirk Lang's WRRR Sweeps and Sculling fees for the 2015 season. Jennifer Prugh seconded. Approved.

Kathy Whitford moved to approve WRRR provide Gloria Story's full membership fees for the 2015 season. Laura Loesch seconded. Approved.

TREASURER'S REPORT

LAURA LOESCH

- January Financial Statements distributed via email.

Sally Fahrenholz moved to approve the January Financial Statements. Kathy Whitford seconded. Approved.

- 2015 Budget
 - Added in watercraft registration and will add equipment transportation into expenses.
 - Discussion of regatta expenses
 - Increasing Summer Rec and Fall Rowing fees by \$40 to include direct payment of coxswains. All other fees remain the same.
 - Discussion of Activenet fees.
 - Needs to receive a budget for Merchandise expenses (ordering product, etc.)

WRRR CLUB MANAGER'S REPORT

JAZ CARLSEN

- Working with Erik on Meet and Greet event.

PRESIDENT'S REPORT

KATHY WHITFORD

- Meet and Greet event, March 25 at the Flat Iron
- Encouraged Board members to attend.
- Sent out communication to members regarding the Foundry project and encourages members to continue to contact the Board with questions.
- Crohn's and Colitis Foundation Fundraising
- The foundation will pay the Learn to Row, SRL registration and sponsorship costs for rowers participating in their fundraising program; in return the rower would pledge to fundraise with that money going back to the Crohn's and Colitis Foundation. They are hoping to find at least one or two 8s. If they don't have enough people interested in this, they will let us know.

CRF UPDATE

- CRF Safety Committee meeting every other Friday. First one scheduled March 6. They will set up quarterly dates for the SQL and CQL tests. Interested members could still take tests by request. Study sessions will be scheduled. Jennifer Prugh: It would be helpful if the study sessions could also facilitate on-the-water experience for the required CQL on-the-water hours.
- Mary Whipple Coxing Clinic - April 19. The registration fees are: \$95 for the morning session or \$190 for both morning and afternoon sessions. CRF will also send this out to member organizations and schools.
- There will be a Safety bulletin board in the lobby. All coaches will be re-certified in CPR this year.
- They are working on creating Safesport policies on bullying, sexual harassment, etc.
- Small boat building going up.
- CRF will allow Merwin's Wharf to use our parking lot for catering events. They will provide \$100/month and \$1/car for each event. They will be mostly during times that will not be an issue for us (example: Saturday nights.)
- There are two member organizations that have not paid their assessment fees from last year. If they are not paid by a certain date, they will be barred from the boathouse until they pay their assessments.

OLD/NEW BUSINESS

REPORT PROGRAM STANDARDS

- Postponed.

DISCUSSION OF PRIORITIES AND GOALS FOR 2015; UPDATE ON PLANS

- Major priorities:
 - The fledgling Corporate and Adaptive rowing programs
 - Implementing US Rowing Safesport
 - Coaching development. This has been the biggest obstacle in programming. Important to plan on how to get basic education and provide opportunities for on-the-water experience. Suggestions: Work with WRRRA Coaching Committee to connect with CRF Coaching Committee to see where there are potential options and synergies. Establish a mentoring program (those interested picking one night a week, finding coaches who are interested in mentoring, may need to look outside of WRRRA programs to find other mentors.)

OTHER ITEMS FROM DIRECTORS

- None at this time.

REPORTS OF DIRECTORS, COMMITTEES, ADVISORY GROUPS

- **Please send Maurice committee sheets approved in February without email addresses.**
-

COACHING AND COXING

JENNIFER PRUGH

- Beginning to recruit coaches and coxswains in the next few weeks for all programs, including LTR.

EQUIPMENT, MERCHANDISE

VICTORIA ANDERS

- Trailer transporting the 4s is scheduled to arrive March 18. Unfortunately, we weren't able to get the SRL boat on the trailer and that will be scheduled for April. The Maintenance Day scheduled for March 14-15 will be moved to March 21-22.
- Got boat reservation and equipment tracking software. Will be meeting with Jaz on training. While there is a desktop available, they are looking into purchasing a refurbished iPad. There could be a lock to attach it to the desk. We could later add the Square, etc. It will be a mini micro site - its own url and we can import people that are SQL certified. They can sign in as a new user. Any new users would need to be verified to have paid their fees (listed in Activenet as registered and paid). As people get certified throughout the year, they can get added. If there is a corporate rowing event/boat out of commission, we can block that boat out. We can see what boats get used the most, equipment damage reporting, etc.
- Watercraft tags: We need a letter of authorization. This needs to be done every year. Jeff had written one last year.
- Merchandise Committee working on a date for the kick off committee meeting. Will focus on the business of merchandise: credit card sales, fulfillment, procurement of merchandise, revenue, etc. They will put together a presentation on e-commerce. Hoping to present at a board meeting which will depend on how long the presentation is as the Board meetings deal with significantly more operational activities during the season.

SCULLING, SWEEPS AND ROWING PROGRAMS

MICHELLE LUNDON-FOX

- Working on finalizing dates for SRL, etc. Maurice will create a Google spreadsheet that Board members will complete with proposed program/event dates.
- Michael Eng, Jim Field and Tim Marcovy will be joining the Sculling Committee.
- Learn To Row needs: Head Coach (organize rowers in each shell, reserving equipment, etc.), Erging Trainer, Cruise Director (providing presentation), equipment briefing. Jaz would possibly be comfortable in creating rowing lineups. Discussion April 18: Since Erik may not be able to do this and we want to ensure information succession, we will find backups for Erik. Mo will videotape the upcoming presentation. We will play it by ear for May. Finalize June dates for the second half rowing session. No Fall LTR will be scheduled.

WRRR COMMUNICATIONS, ROWER EDUCATION

MAURICE RUELENS

- Updated Coversheets online.
- Distributed Meet and Greet postcards
- Newsletter - Kathy Whitford: It looked awesome. There were some people that did not receive the newsletter and he could not see who did not receive them. Will investigate using MailChimp.

FINANCE, EMPLOYMENT & COMPENSATION

LAURA LOESCH

- Nothing else

VOLUNTEERISM, LEADERSHIP CREW

SALLY FAHRENHOLZ

- Discussion of volunteer event dates:
 - 6 LTR scheduled in April. Not sure if we need to find volunteers for first weekend in May.
 - Equipment maintenance days: March and May
 - Riversweep - June
 - Regatta dates - SRL
- Corporate Rowing: Developing list of rowers that can assist during the day. Please notify her of any rowers that may be able to help.

MEMBERSHIP, ADMINISTRATION

FRANK CAMPBELL

- Distributed liability waivers, refund policy, membership applications, etc. via email
- Suggestion: The Board does not need to be vote upon on existing policies if there are no changes from previous years.
- Committee Coversheet

Kathy Whitford moved to approve the Membership Committee Coversheet. Sally Fahrenholz seconded. Approved.

- Waivers - Jaz will need to get these out to members at the beginning of the season. Board members will assist in gathering member signatures, etc.

COMMUNITY OUTREACH (ADAPTIVE AND CORPORATE ROWING)

SARAH JACKSON - REPORT PRESENTED BY KATHY WHITFORD

- She and Jimmy Sholtis met with Greg Mcgrath, Rec Therapist from the Cleveland Sight Center. The plan is to have 6 visually impaired people learn how to erg in April. The program is a work in progress as they move from erging to possibly rowing on the water. They will be erging on Sundays. Currently working out the logistics regarding transportation.
- Waivers will need to be submitted for those participating.
- If they end up rowing on the water in the future, do we need the waiver regarding knowing how to swim? Would personal flotation devices be sufficient?

QUESTIONS, COMMENTS FROM BOARD MEMBERS, WRRRA MEMBERS, GUESTS

Sally Fahrenholz moved to adjourn. Jennifer Prugh seconded. All in favor.

Meeting adjourned at 8:17pm.