

JUNE 2015 BOARD MEETING

WESTERN RESERVE ROWING ASSOCIATION

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

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

Next meeting - WRRR Board Meeting - July 13, 2015, CRF Boathouse - 6:30 pm

SECRETARY'S REPORT

FRANK CAMPBELL / AMY HARMON

1. Minutes of previous Board meetings

- May Board meeting minutes

Kathy Whitford moved to approve the May meeting minutes. Laura Loesch seconded. Approved.

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

- Safe Sport Policy for WRRR

- Safe Sport reporting form for WRRR

- Purchase of used Vespoli 8

Laura Loesch moved to approve the Safe Sport Policy for WRRR. Frank Campbell seconded. Approved.

Michelle Lundon-Fox moved to approve the Safe Sport reporting form for WRRR. Kathy Whitford seconded. Approved.

Kathy Whitford moved to purchase the used Vespoli 8. Frank Campbell seconded. Approved.

TREASURER'S REPORT

LAURA LOESCH

- Distributed April financials.
- May financials are not completed as the May time cards for coaches/coxswains are not all turned in. In addition, statements from the bank have not yet been received.
- We are over budget for SRL, that is we have received more income than we had projected.

Laura Loesch moved to approve April financials. Sarah Jackson seconded. Approved.

WRRR CLUB MANAGER'S REPORT

JAZ CARLSEN

- 435 members for SRL. We had 34 teams last year. There are 40 teams this year.
- June 8 is the sponsorship deadline for teams.
- Weather pay/rain policy: According to the coaches information sheet, if the Club Manager cancels by 4pm, the coaches and coxswains will get paid for their first session. Question: If they are already here and the second session is canceled while they out on the water, will they get paid for the second session? Yes. A coxswain was requested to come to practice but was sent home two weeks in a row. Do we still pay in that instance? - Yes. If they are told to be here, they should get paid.

○ Further discussion regarding rain notifications: The previous rain line was not used enough to justify the expense. It proved to be quite costly. It is important for teams to promptly find out if practice is cancelled especially since many people travel 30-45+ minutes to get to the boathouse. We will look into utilizing a Google voice number to replace the old rain line. We can update it if/when we practice is canceled.

PRESIDENT'S REPORT

KATHY WHITFORD

- Discussion of getting Jaz a phone. Suggestion: Google Voice because it will be free. Maurice will gather the information for Jaz.
- In April, the WRRR Board voted to allow CRF to communicate directly with WRRR members that are SQL1 and above related to a). safety issues, b). coaching requirements, c). updates on ODNR or other watercraft advisories, dock closings, etc. Unfortunately those that should have received email notification during the most recent rainout/dock closure, it did not go to those respective SQLs. For most of the board, the message went to their respective board email address; not their personal email accounts where they ought to have been notified. We are looking for the SQL email list from the Safety Committee.
- Met with Pat Poole and discussed the CRF Member Organization Agreement. At the recent CRF Board meeting, WRRR was told that we were delinquent in our assessments. We were operating under the Member Organization Agreement that we had voted upon in between the January 2015 and February 2015 WRRR Board meeting. (The vote to ratify the email vote to approve the CRF Code revision took place at the February 2015 WRRR Board meeting.) The assessments that were agreed upon were that we would pay in June and October. The Code that we voted upon is not on the CRF website. Kathy asked that the approved one be placed on the website. Additionally, signatures were not gathered for this. We had not known that we needed to sign it. Communication regarding obtaining member organization signatures lapsed. Pat apologized regarding signatures. Schools probably won't be signing until the Fall. Pat said that they would try to get them to sign it as soon as possible.
- Sewer District - Interested in supporting CMSD if they can obtain Associate Member status with CRF. They have been the biggest sponsor for the HOTC in past few years. They have pledged \$15,000 to this year's HOTC.
- It is unclear when the new boathouse in the Flats will be built.
- We expressed our input towards building showers, restrooms, etc.
- The parking lot will be rearranged (trailers lined up, etc.) in order to provide more space for parking, etc.

CRF UPDATE - MICHELLE LUNDON-FOX

- Pat Connor said that they're looking to do the Friday Night Lights again during the HOTC. Merwin's might possibly open up for CRF with a limited menu as a special event.
- CRF has been approached to have an event on the property during the RNC in 2016. Due to the security status of many of the candidates and guests, they may possibly be upgrading the cameras and/or other security implementations at no cost to us.
- A Flats/River tour group (similar to Lolly the Trolley) will be making stops at the boathouse.
- Closed on the new land on June 1.

OLD/NEW BUSINESS

REPORT PROGRAM STANDARDS COMMITTEE - RELATED TO UPCOMING START OF REC & SRL PROGRAMS

- Conference call: Possibility about getting Jaz assistance through a college internship. Jamye Jamison has written something up for the Sweeps Committee for Fall.

PRIORITIES AND GOALS FOR 2015; COACHING DEVELOPMENT, ADAPTIVE ROWING, CORPORATE ROWING

- Discussion regarding developing a coaching curriculum; primarily how to coach novice rowers. This had been discussed in past years. The one created was very detailed. We are looking for basic guidelines, bullet points of what to do week by week. Tim Marcovy created one for Learn to Scull, it is a 6 week template. The coaching curriculum would create consistency. Bella Hildebrand and Mark Silverstein would probably do well with this. Mark definitely has the enthusiasm and experience for this task.

Kathy Whitford moved to offer Bella Hildebrand general sculling fees if she in turn develops a curriculum for novice SRL rowers and experienced SRL rowers while consulting with other experienced coaches. Frank Campbell seconded. Approved.

OTHER ITEMS FROM DIRECTORS

- None at this time.
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REPORTS OF DIRECTORS, COMMITTEES, ADVISORY GROUPS

COACHING AND COXING

JENNIFER PRUGH

- June 13-14 - working on coaches for the Learn to Row.
- Working with Laura on the communications for Safe Sport, etc. We want to make sure that we are communicating effectively with those people who are independent contractors/employees for the background checks.
- We have a good pool of coaches so that no one is over burdened/burnt out.
- Frank: Hats off/great job to Jennifer for finding coaches for the SRL Friday and Saturday night slots.
- Jaz is doing great with keeping coxs in line.

EQUIPMENT, MERCHANDISE

VICTORIA ANDERS

- We bought another boat. St. Ed's drove the boat back for us. One of the riggers was missing a back stay. Andy shipped out a new one. Victoria put it on yesterday. The boat has been rigged since Sunday and is getting out on the water.
- Equipment Orientation on Sunday was lightly attended. The group was very inquisitive. Few of those people even stuck around to help rig the new 8.
- Received a repairs quote for the Fowler; \$275. It can be done in 5-7 days. In order for SRL crews to have a bit more ownership/investment in our boats, we are going to have one crew come in early on a Thursday to learn how to de-rig the boat. Another team can then learn how to rig it.
- Expand cox box locker situation. We have extra boxes but not enough charging stations. We have older ones that are typically used for regattas and they are always charging. We'll have an overflow of cox boxes - Protocol re: communicating the combination - send to the SQL2, Combinations change 3 times a year. - Can provide Jaz the access and ability to notify the changes, etc.
- Steel City is interested in building a relationship with us. Interested in attending our regatta similar to Portage Lakes or Sandusky. Extending an invitation for the upcoming SRL regattas.
- Merchandise: Will need some help. SRL Regatta is the same weekend as Syracuse - June 27 - Handle cash, square, etc.

SCULLING, SWEEPS AND ROWING PROGRAMS

MICHELLE LUNDON-FOX

- The sculling committee revised guidelines for independent sculling certification created. There will be Masters requirements for those moving into Cleveland. It will be a SQL 1 test specific to scullers (Masters) which has added landmarks so that one can demonstrate familiarity with the river.
- Frank is going to create a student sculling summer membership. There are two rowers that are over 19 and would qualify as the collegiate program is not active in sculling over the summer.
- Scullers taking lessons: We need to find out if using our equipment for these lessons.
- A sculler unfamiliar and not on our list of independent scullers was spotted at the boathouse. In the past, CRF has given rack space to people that should have a program affiliation. It is important to make sure that they are on at least someone's list so that CRF is not losing out on assessment monies.
- Sweeps: Received an inquiry regarding boat reservation for buddy boats.
- Cory (CYRA coach) was taking a group of Hudson teachers in order to spark interest and developing a desire to recruit the students, not the adults. This is something that St. Ignatius does with parents. Cory has stated that if any of the adults are interested in rowing, that they should look at WRRRA.

WRRRA COMMUNICATIONS, ROWER EDUCATION

MAURICE RUBLENS

- Will be assisting with Google Voice for Jaz and establishing a rainout line.

FINANCE, EMPLOYMENT & COMPENSATION

LAURA LOESCH

- Employment: Put together a letter that went to all coaches and coxswains regarding Safe Sport. Provided them a link for the background check. Some have completed the US Rowing training video, Laura has received the certificates for that. The members of the Board should have a background check done as we have direct oversight over all independent contractors. Laura will send the link to the rest of the Board. If someone gets flagged (Red light), we will take them on a case by case basis. If a Red light has not been resolved, NCSI will email us the code that triggered it so that we can make a determination. The deadline to complete this is June 30. We will send a reminder email to them. We require mandatory documentation re: any prior background checks.

VOLUNTEERISM, LEADERSHIP CREW

SALLY FAHRENHOLZ

- No report

MEMBERSHIP, ADMINISTRATION

FRANK CAMPBELL

- Two sessions open for coached sculling for the various tiers.
- LTR - We are sold out.
- What could be a policy for rowers subbing in Masters? Do we have a guest rower policy? They would still be required to sign waivers, etc. It is recommended that Rec rowers should be approached first at least.
- We are still in need of the signed waivers from general scullers/private scullers/ etc. Frank will ask Jaz to assist with this.
- Outstanding volunteer deposits / failed payments - email sent to those still in arrears.

COMMUNITY OUTREACH (ADAPTIVE AND CORPORATE ROWING)

SARAH JACKSON

- Adaptive Rowing
 - We are still critically short on volunteers. Once Sarah gets the SQL list from the CRF Safety Committee, she can begin reaching out personally to recruit volunteers.
 - Scheduling is being done through Doodle.
 - They will continue to be held on Sundays from 9am-10:30am.
- Corporate Rowing - An organization approached us for a corporate rowing event. We priced the event at \$125/person included a t-shirt. Organization did not appear to have the amount of people to make it worth the price. We are working with 3 other companies/sent off the tier structure for fees. We would like to put an event on the schedule in the next 3 months. We will tighten up the presentation/customize the rowing event to that group. Most groups seem more interested in a Learn to Row vs team building activities which would potentially amount to 30 min of prep and get out onto the water for about an hour or so. We would push for 3-4 boats maximum.

QUESTIONS, COMMENTS FROM BOARD MEMBERS, WRRR MEMBERS, GUESTS

Laura Loesch moved to adjourn. Sarah Jackson seconded. All in favor.

Meeting adjourned at 8:44pm.