

AUGUST 2014 BOARD MEETING

WESTERN RESERVE ROWING ASSOCIATION

August 4, 2014, CRF Boathouse 6:30 pm

In attendance: Jeff Zabor, Frank Campbell, Victoria Anders, Laura Loesch, Sally Fahrenholz, Jennifer Prugh, Jasmine Carlsen, Kathy Whitford, Pat Poole, Kirk Lang, Wendy Zabor

Next meeting - WRRR Board Meeting - Tuesday, September 9, 2014, CRF Boathouse - 6:30 pm

SECRETARY'S REPORT

FRANK CAMPBELL / AMY HARMON

1. Minutes of previous Board meetings

- July board meeting minutes

Will approve July meeting minutes via email before the next meeting.

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

a. Full Board

- Ratification of renting WRRR singles and doubles needed for the Gay Games.

Kathy Whitford moved to ratify the decision to rent out WRRR singles and doubles that are needed for the Gay Games. Laura Loesch seconded. All approved.

b. Executive Committee

- **No business between meetings occurred.**

TREASURER'S REPORT

LAURA LOESCH

- Financials aren't final, waiting on some items to accrue.
- Revenue is up though we appear to be under budget on some items.
- The Treasurer will distributed the complete July financials via email prior to the next meeting.
- Volunteer deposit entry on the Financials is currently incorrect. Will be corrected before the complete July financials are distributed.

WRRR CLUB MANAGER'S REPORT

JAZ CARLSEN

- Getting ready for the regatta on August 23.
- Working with Frank on registration for FRL.
- Working with Jennifer on finding FRL coaches.
- Fowler has been a bone of contention for many rowers.
- Majority of rowers are enjoying themselves.
- She will be spending some money for the regatta. Last year, the medals were donated. Unfortunately, that company cannot afford to donate them this year; though they will be at cost.

PRESIDENT'S REPORT

JEFF ZABOR

- August 5, Cleveland Rowing Foundation will be having a meeting to go over the Code of Regulations. Waiting on the resolution of the draft.

CRF PRESIDENT / CRF BOARD MEMBER

KIRK LANG / PAT POOLE

- Pat discussed the Code of Regulations updates. There are currently 8-9 member organizations. There is no clear entry for the creation of new organizations. There needs to be a set plan of costs, makeup, etc. Questions to consider: What is a member organization? What do an organization have to have in place to be in order to apply for membership to CRF? - Examples: (certain # of rowers, coaches, etc.) Please send any input to Pat as soon as possible.
- CRF is developing a good relationship with the Metroparks. There is increase in traffic. We will be working on signage to designate CRF space. They will be tearing down the wall and paving . They are trying to improve drainage. They have approached CRF for additional parking and we will be charging them for those spaces they will be utilizing.
- Skatepark work is scheduled for a September 1 completion date. They will be utilizing our driveway for bringing their construction vehicles in and later out. They will be creating a graded lot.
- On the first pad closest to the river, a temporary boat storage building will be built. Eventually we will have showers and a nice locker room facility.
- Security system will be going in soon; outside and inside. There will be 10 cameras throughout the property.
- Mirrors are up in the erg room. Lobby will be upgraded before the Head Of The Cuyahoga. A lot of work is already going on around the grounds. CRF received a donation for beautification. Additionally, the Cleveland Metroparks will be planting some flowers along the walkway.
- Be wary of kayakers. They go from one side of the river to the other. We will talk to the business owner to discuss safety concerns.
- Once the Towpath is completed and Phase II begins, the path will go around the building as opposed to through our boat bay traffic area.

REPORTS OF DIRECTORS, COMMITTEES, ADVISORY GROUPS

COACHING AND COXING

JENNIFER PRUGH

- Jennifer inquired Franks about registration for the August Learn To Row sessions. We are still short on coaches for it.
- Jaz has been assisting Jennifer in trying to find Fall coaches (FRL, Rec, etc.) Jennifer has included Sunday and Saturday options in recruitment missives.
- Coxing Clinic: Still trying to connect with Jocelyn. Would like to do another in the Fall, hopefully in September.
- Suggestion re: finding additional coaches: Asking any of the CSU or CWRU rowers if they might be interested in coaching. It was mentioned that they may also be having difficulty in finding coaches.
- Jaz will put up a sign to advertise the need for Fall Rowing League coaches.

WRRRA COMMUNICATIONS, ROWER EDUCATION

BILL RICKMAN

- The newsletter will be up and ready before next month.
- Rower Education: Will be speaking with Jaz on how to move forward/other suggestions.
- Communications emails: It is good to go through one person for emails. Currently, Frank has been doing this and has not yet connected with Bill so that Bill can be the one that is sending them out.

FINANCE, FUND DEVELOPMENT, EMPLOYMENT & COMPENSATION

LAURA LOESCH

- Nothing new to report other than Financials.

SWEEPS, SCULLING

KATHY WHITFORD

- Sweeps: Frank is working with Kathy on program descriptions for registration. She has passed them out to Rec Captains and Committee Chairs to give input so that Fall Rowing League and Fall Rec are more distinctive. Suggestion: Listing it as Rec rowing (Fall session), etc. The Rec Program as driven by the Captains has been going very well.
- Last year, the first day of Fall Rowing was up in the air because of coaching. This may be the same issue this year.
- Deadline for submission for Head of Charles is September 1. The Board needs to agree on how many submissions will be allowed. Kirk (WRRR Coach) will make recommendations for submissions. We have set a limit for \$1500 in the past. If more bids get accepted, there would be less money for all of them. An announcement for all club members stating that anyone can apply will be sent out soon.
- Sculling: Looking at buying oars. There was a budget last year and they didn't spend the allotted amount. We may still need to borrow oars from other programs.
- Zita's daughter (age 14) finished Russ Eckles' program for sculling. CYRA refused to allow her to row with them because she is not in high school. There is unfortunately no other program that she could row with. Singles are in high demand during peak times. Rather be in a double with her mother. CRF says that if your parent is there, they can go out. WRRR may decide that we want more safety precautions. The Board appears to be comfortable allowing Zita's daughter to go out in a double in non-peak hours. We don't have a membership classification for juniors. We will need to create a new membership category - It would be \$25 student membership in addition to the Fall Facilities Assessment. She would have to sign waivers for minors. Email Kathy your thoughts and we can put a motion forth via email.

EQUIPMENT, MERCHANDISE

VICTORIA ANDERS

- Maintenance day was great. We washed all of the shells. (Sculling, sweeps,. Painted purple and green on the recently purchased oars. Fiberglassing on Sunday went well. Tackled the Fowler issues. It had been retrofitted and "Frankensteined" with numerous parts. It was inhibiting people to move. They attacked the tracks with a saw, put endcaps back on. Took about 5 hours. There is a distinct difference. They will attack the Summer Rower this weekend.
- New SRL Boat- Will be here August 18 or 19. We'll have to rig it. Would like to squeeze in a christening before the first regatta. Insurance is covered on it. There are some discrepancies on other boats (serial numbers, etc.) Will notify CRF there will be a christening. The Code allows for honorary events, etc.
- Still thinking of Silent Auction for naming rights. We hope to generate interest for fundraising for next year. Brief discussion on boat naming policy.
Frank Campbell moved to approve the Boat Naming Policy. Kathy Whitford seconded. All approved.
- They will be coming up with a strategy regarding equipment replacement (composite handles, etc.) Shaker is allowing us to try theirs out. Wooden handles for SRL seem logical. They are tougher. Victoria has also talked with Bob Valerian regarding the wood veneer oars to see how Masters can experiment with them. The club appears to have a preference for one type of oar.
- Row CLE shirts will be coming in on Friday. There are navy blue shirts (men's style) and turquoise (women's style) Hopefully we'll sell them out. There will be a merch tent at the Gay Games.

VOLUNTEERISM, LEADERSHIP CREW

SALLY FAHRENHOLZ

- Gay Games volunteers are being organized by Sarah Lang. Sarah Lang has also been working with Michelle Gallagher. They are all set.
- Lots of things happening in August. Volunteer recruitment seems to fall off toward the end of the month. Will send out request to Rec Captains for SRL Regatta volunteers.
- Sally noticed that there were a lot of people that were showing passion and investment on the Equipment Committee. "Equipment Committee rocks!!!" What can we do to encourage this in other areas? How can transfer this passion and knowledge from one area to other areas. We are developing a lot of skilled knowledge. Other skilled positions for regattas that would need additional training can possibly find mentors so that the same individuals are not doing the tasks all day.
- Volunteer hours tallying: She will put up the tracking soon. Discussion of recognition of members that end up donating their volunteer deposit.
- Volunteer Recognition event - Idea for an event or a token of some sort. Would like to keep it simple.
- Leadership Crew event was cancelled due to lack of interest. Keen on finding those people that are interested in taking on leadership roles. We will revisit the timing. It is unclear what the focus is to the individuals on the Leadership Crew. It perhaps should not be captains...it should be those individuals that are doing that type of stuff around the boathouse. Email Sally and Jeff ideas on how to structure the Crew more effectively.

MEMBERSHIP, ADMINISTRATION

FRANK CAMPBELL

- Learn To Row opened a couple of weeks ago. We need to market it. We can cap the registration at 18 if need be.
- There was an issue regarding refunds to those in transition between the first half SRL session and second half SRL session. There were a couple who wished to participate (who did June LTR) who did not get an email about registration for the July session.
- Discussion of a member that was severely injured in May. At the time it was not clear what the trajectory of the member's recovery with respect to returning to rowing would be. There was concern that the member would be due some type of refund but would not ask for it, and could we look into it.

PROGRAM COMMITTEE

JENNIFER PRUGH, KATHY WHITFORD, VICTORIA ANDERS, JAZ CARLSEN

- No new business.

OLD BUSINESS

SUCCESSION PLANNING - CANDIDATES FOR BOARD & LEADERSHIP POSITIONS

- Are there any new suggestions?

GROWTH OF SRL 2015 - ASSIGNMENT OF PLANNING RESPONSIBILITY & TIMETABLE

- They will craft a survey to find other times for rowing, etc. It will be on the homepage. We'll also direct people to the poll in the newsletter.
- Jaz mentioned that there are people that pop into the boathouse and was looking for a card to point people to the website, etc. Jim Ridge designed one. Jamie had created a nice flyer. Kathy Whitford will try to find it. Kathy Whitford had a few business cards and the Board thought that the cards would be sufficient.

GAY GAMES 2014 (GG9) UPDATES; WRRR BOARD BOAT

- 8am - We are the first race of the day!

WRRR EVENT REQUESTS FROM OUTSIDE ORGANIZATIONS

1. Great Lakes Theatre - Learn To Row
 - This will not take place this year. Perhaps they will in 2015.
2. Sisters of Charity Hospital Group management team - Thursday, Aug 21 - 1pm-5pm
 - Joe Purton is the VP - Jeff will find out what the numbers are. There are about 20-25 participants. T-shirts have been ordered.
3. Joint Learn To Row with CYRA for the Union Club - August 20, 2pm-5pm
 - This is really Matt Previts' event. He'll be working with Matt Carlsen. We will need 1 cox and 2 rowers. Jeff will be giving a presentation on WRRR.
 - Introductory LTR - CMSD - Jane Addams School will be participating. Jeff is working with Matt Previts on this event. - We'll provide the volunteers for one boat. We'll need approximately 10 volunteers. This will give our members exposure to the Union Club members.
4. Young Presidents Organization/World Presidents Organization - Wednesday, October 22
 - No change/input.
5. Progressive
 - Kirk received an email from Progressive seeking a Learn To Row. It is the National accounts director. He wanted to row in 2 fours. We will get the details and discuss further safety issues of rowing in 2 fours for novice rowers.

ADAPTIVE ROWING PROGRAM RESOLUTION

- Jeff Zabor created a revised version. He had edited the sentence regarding solely WRRRA members; deleted that part to be more inclusive.
- Adaptive - refers to adaptive equipment to meet the needs of the handicapped. We should utilize language that US Rowing uses. We will replace the word handicapped with adaptive. Will defer to the Task Force on further language.
- Task Force is to determine what population, etc. We will seek people that have an interest or experience in this area to provide suggestions if they cannot commit to being on the Task Force.
- Target date for the creation and first meeting of the Task Force will be September, 2014. The target date for completion of the proposal and presentation to the WRRRA Board of Directors will be at the January 2015 Board meeting.
- We used to offer this type of program at the old boathouse.
- Further discussion of wording (benefits of the program, etc. - seemed presumptuous/pretentious).

Kathy Whitford moved to approve the Adaptive Rowing Program pending editing changes in the description of the benefits and changing wording from handicapped to adaptive. Jennifer Prugh seconded. Motion carried.

ROLE OF THE CLUB MANAGER

- Jeff Zabor stated that the purpose of a Club Manager is to relieve Board members of operational activities to allow the Board to engage in projective thinking. The first area has been Summer Rowing League. If the Board does not engage the Club Manager to relieve them of operational duties so that we can attract other Board members, we can't afford to keep it.
- We need to come up with specific items that we can utilize the Club Manager more effectively. To further the growth of the club, work has to be set out and prioritized. Submit ideas to Jeff over the next 30 days.
- Registration (data entry into Activenet, etc.) is an example that could be handed off to the Club Manager.
- Jeff will be discussing with Board members in one on one conversations. He has some ideas and will discuss privately.
- We have been cognizant that there is a learning curve for this position since this is the first year.

NEW BUSINESS

ROWERS CODE

- Jeff has been wrestling with the idea of a corporate team building activity that uses rowing as a metaphor. This will allow WRRRA members to engage/interact with members of the community in a networking capacity.
- Jeff has found an opportunity to serve as a consultant as a certified facilitator with a program entitled Rowers Code.
- He contacted the founder of the program (Marilyn Krichko) in Seattle and went onsite for training. She has written a book. (Jeff then distributed copies to each Director.) Their website has a set of principles of rowing that discuss team-building. He sought out the ability to partner with her in his own capacity. The template for this program is similar to what he envisioned he could do at the boathouse.
- We do a fantastic job with LTR but he feels that the element that has been missing is the intellectual side of team building (how you connect on the water/how you connect in your job). Has been doing research.
- Marilyn serves as a corporate consultant. While he was there, she met with CEO of Microsoft to get a program going there. She has been asked to write the Rowers Code for Healthcare and work with the University of Virginia, etc.
- She will be re-writing the curriculum. It is a program that is very high level. It is a corporate team building program. When rowing is not desired as an activity, they just do the program (lecture/presentation).
- Jeff will be going to regattas and bring these books to sell. This is about making the connection between the corporate and non-profit worlds with rowing. This will provide something of value to our community. Many rowers are in the position to find corporate team building activities. This will increase the visibility of the rowing community.
- As this is a conflict of interest, he will not run for re-election. He has stated that he will not be doing any conflict of interest activities while he is in office. The upcoming corporate Learn To Rows will be a different presentation, though they both focus on team-building and rowing.
- Jeff will need to create a distinction between "Jeff Zabor the business" and WRRRA. He has stated he will not take any monies from the upcoming corporate LTRs.
- When such events are scheduled, WRRRA will get a list of what is needed (Example: We need 2 coxes, 2 coaches, some rowers) WRRRA can charge a fee for Jeff (and other Rowers Code consultants) to renting our facility, etc. The WRRRA would get revenue and corporate connections.
- Distributed a mock -up flyer.

WRRR BOARD PRIORITIES

- Discussion of immediate concerns/priorities
- We need to figure out the short, medium and long term issues of coaching within this institution. We face this issue every year. Additional concerns regarding coaching are: consistency of coaching and coaching development. It is such a big problem right now; there is no major focused effort to define what are the holes, etc.
- Discussion of Succession Planning
- Growth of WRRR, etc. - We need to focus on an equipment plan which explores the steady upgrading of equipment. We will undoubtedly have an increase of rowers in the spring.
- Jeff will take the Top 10 items that the rest of the Board sends to him and they will prioritize them over email.

QUESTIONS, COMMENTS FROM BOARD MEMBERS, WRRR MEMBERS, GUESTS

Frank Campbell moved to adjourn. Kathy Whitford seconded. All in favor.

Meeting adjourned at 8:24pm.