

DECEMBER 2015 BOARD MEETING WESTERN RESERVE ROWING ASSOCIATION

December 1, 2015

In Attendance: Victoria Anders, Frank Campbell, Sally Fahrenholz, Michelle Lundon Fox, Jamye Jamison, Laura Loesch, Megan Patton, Maurice Ruelens, Kathy Whitford

CRF CANDIDATE DELEGATES

- Closed Session for interviews with CRF Candidates

SECRETARY'S REPORT

- Approval of the minutes – July, September, October, November Annual, November BOD.
- July – approved
- September minutes with changes. Approved
- October minutes – Approved.
- November Annual to be redone from Frank.
- November Board minutes -- approved

RATIFICATION OF ACTIONS SINCE LAST BOARD MEETING

- Ratify vote to purchase Sam's single. Move: Whitford; 2nd Campbell, unanimously approved.
- Ratify expenditure of more than \$500 for repair supplies. Move: Whitford; 2nd Fox, unanimously approved.

TREASURER'S REPORT

- 185K in cash; 7800 more than last year at the same time.
- Assets are \$70K higher than last year.
- P and L – SRL and LTR and Masters and LTS we made profit.
- Sweeps, sculling, summer rec had more expense than income.
- Still reconciling depreciation.
- Discussion of specific line items ensued.
- Move to accept treasurer's report, Whitford. 2nd Fahrenholz; unanimously approved.

CRF UPDATE

- Michelle has been attending safety meetings. New version of the Safety Manual is completed and will be sent to the committee members, and then member organizations may have a review opportunity.
- The goal is to have a new version completed before the start of the 2016 rowing season.
- Under consideration: merging SQL levels. SQL1 s may be required to take another test and a required time period in WRRR programs.
- Independent boat guidelines might have to be reconsidered.
- Set up schedule for us to attend the CRF meetings. Dec 17 is next CRF meeting.
- CRF Annual meeting is January 12.

OLD AND NEW BOARD BUSINESS

- Discussion: WRRR and at large delegates for CRF Board.
- Whitford moves: WRRR puts forth Gary Clark as the appointed candidate. 2nd Fox. If there is any other interest, KW will inform Board and we will reconsider additional candidates.
- Joanne has submitted her name.

- WRRRA administrative policies and procedures – Laura’s list—sent to Board. The source of these policies will be provided by Laura. (Best practices for nonprofits). Board members should look over for the next meeting and identify any need for change. Conflict of interest remarks to Laura before next meeting.
 - Board Member Agreement
 - Conflict of Interest – highest priority
 - Code of Conduct
 - Document Retention Policy and Procedures – second highest
 - Whistleblower Policy
- Code of Regulation. Specific dates for the membership year proposed. History of the Code revision was summarized by Frank Campbell. The COR references the member agreement. Ask Board to review Code and Article II Section C and Code in general
- List of policies to be developed emailed by Kathy. Victoria responded. Some of these policies exist already. Before the next meeting, decide which policies we want to develop, at next meeting, decide who and how these are developed.

COACHING AND COXING – JAMYE JAMISON

- J Prugh is checking with Bella on coaching manual. ETA is first week January.
- Working on surveys – sweeps, sculling, frl -- each separate survey.
- Analysis of data from SRL survey. 159 responses to the survey.
- Reconstitution of coxing and coaching committees is in the works.
- Meeting with Rachel Stanley scheduled.
- Meeting with coxes to develop coxing guide on the Cuyahoga. Need for on-the-water video for coxing.
- Head of rowing programs for coaching evaluations under consideration.

COMMUNITY OUTREACH – ADAPTIVE AND CORPORATE ROWING – MEGAN PATTON

- Meeting with Sarah Jackson scheduled.

EQUIPMENT AND MERCHANDISE – VICTORIA ANDERS

- WRRRA Boat rigging standard to be developed and unique riggings can be permitted, but needs to be reset after rowing. Applicable to all boats and rowers.
- Mini Maintenance – about 15 on December 5. Happy Day was done. Fewer than 20 people could be ideal for this type of event.
- Quote for Bob Walton repair.
- Found tailor to repair the shoes.
- Communication ongoing on equipment donation with Bill Rickman as ED of CMSD rows, who is building that program... 3-year boat replacement strategy and proposed budgets have been distributed. We should review these documents before the next meeting. Example: The Jimmy Riches could be donated to CMSD and perhaps also the Dirty Oars. Estimate value of these boats. All board members should review for vote at next meeting.
- Online orders are continuing. \$10K + merch sales this year

SCULLING, SWEEPS, AND ROWING PROGRAMS – MICHELLE LUNDON FOX

- 4 new scullers moving to Cleveland and they understand the rules.
- Meetings are scheduled for committees.
- Off season initiatives: coaching template for SRL from Bella. Masters/Rec symbiosis being discussed.
- Equipment reservation system to be improved.

COMMUNICATION AND ROWER EDUCATION – MAURICE RUELENS

- Committee meetings – on the Google calendar. Use the calendar on the website.
- July, Sept, October minutes were uploaded.

- Study sessions were held. Good turnout. 15 to 20 at each session. Waiting on new SAM. New sessions will be held in Feb or March.
- Video – Ben is out of the country but we expect to receive in January.

VOLUNTEERISM – SALLY FAHRENHOLZ

- About 76 of the 158 volunteers qualifying for refunds have requested them.
- Maintenance day volunteers to be tallied.

MEMBERSHIP AND ADMINISTRATION – FRANK CAMPBELL

- Please remember to us Email to membership, not secretary.
- Inquiry from Nestle – what would it cost for Nestle to pay SRL fees for team. Frank has responded.
- Bill Donoho is running for Midwest Regional Director for US Rowing. The club votes.

Reminder: Committee Cover Sheets to be submitted before next meeting.

Move to Adjourn: Loesch with Fahrenholz 2nd. Unanimously approved.