

## AUGUST 2015 BOARD MEETING

### WESTERN RESERVE ROWING ASSOCIATION

August 4, 2015, Cleveland Rowing Foundation Boathouse, 6:30 pm

In attendance: Kathy Whitford, Laura Loesch, Michelle Lundon-Fox, Maurice Ruelens, Sarah Jackson, Jennifer Prugh, Jim Ridge

Next meeting - WRRR Board Meeting - September 3, 2015, CRF Boathouse - 6:30 pm

## CLOSED SESSION

---

### SECRETARY'S REPORT

FRANK CAMPBELL / AMY HARMON

---

1. Minutes of previous Board meetings

- June Board meeting minutes

- July Board meeting minutes

To be approved via email or at the next meeting.

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

### TREASURER'S REPORT

LAURA LOESCH

---

- Distributed preliminary July financials. As soon as the bank statements are received, a complete one will be sent via email.
- It was suggested by our accountant that we review how we account for our coaches and coxswains as employees vs independent contractors. The Board has been asked to investigate this issue for further review and discussion. We will do due diligence in figuring out the best thing to do and document who we consulted, etc.

### WRRR CLUB MANAGER'S REPORT

JAZ CARLSEN

---

- Concentrating on staffing for the SRL races, coaches and coxswains for Fall Rowing Le. Sent out a set of emails. Similar to SRL, There will be no paid coxswains.
-

## CRF UPDATE - MICHELLE LUNDON-FOX / SALLY FAHRENHOLZ

---

- The quadrant land acquisition will possibly close in mid September.
- CRF looking for people to work on a development initiative to raise money for a locker room. The estimated cost: \$250,000 - There are already some committed gifts. A mezzanine would be part of that plan (another floor above the ergs).
- Rachel Stanley has developed a certification database and will expand testing to include (on the water, safety zone maneuvering, etc.)
- CYRA, St. Edward and St. Joseph's teams will be leaving the boathouse. Extended discussion. CRF is approaching other schools such as Hudson, Laurel, etc.
- Bill Rickman will be the Executive Director for CMSD Rows.
- Working on deciding where the funds should go from the disposition of the land sale - no decisions made re: alternatives for spending the money vs. pay down debt - (The amount to be utilized is \$600,000.)
- Safety - A coach has been suspended. A coach needs to listen on the radio for 15 minutes before going out. There was a student taking out singles without permission. When should there be an incident report? Answer: If someone goes in the water, one should fill out an incident report.
- Finance: 2014 report is almost wrapped up. Member organizations need to sign by the end of July. (We have already done this.)
- Drainage issues - water doesn't drain away from the building, it drains into it. Discussion re: docks that are works in progress.
- They are asking coaches to park their launches at the far end of the docks so as to not cause congestion when many shells are launching/on the dock. Perhaps paint one board to indicate launch parking starts here.
- The lawn will be mowed by Cleveland Metroparks.
- A fence will be built along new building.
- CRF Communication Committee - The website will be updated
- CRF bulletin board - 2015 is the 20<sup>th</sup> year of the HOTC - discussion of getting day of media coverage. There will be a CRF VIP tent with Katie S.. When she was 21, rowed across the Atlantic by herself. She will be doing a book signing as well.
- There was a meeting with the Coast Guard, Army Corps of Engineers and the Sewer District.
- A water erg was donated.
- Singles trainers have been donated to CMSD Rows.
- The Richard Miller tree will be planted soon.

## PRESIDENT'S REPORT

### KATHY WHITFORD

---

- Update on recent WRRR members/shell collision - Insurance adjuster has contacted Paul and Beth.

## OLD/NEW BUSINESS

### BOARD REVIEW OF COMMITTEE COVERSHEETS

---

- Board reviewed the changes from the previous year's Committee Coversheets.

### FUTURE PLANNING - BOARD SUCCESSION

---

- Please begin to think of potential candidates and approach those you think might be interested.
- September minutes : Wendy M. Victoria was going to talk to Jayme Jamison. - Wendy would be definitely be helpful in fundraising project...possibly as a focused project. Megan Patton - Michelle talked to her. Serve on the committee before you come onto the Board. Give people a one year taste. She has served on other Boards in the past.

### REPORT PROGRAM STANDARDS COMMITTEE AND DISCUSSION PROGRAMS TO DATE

---

- Upcoming conference call: Will discuss SRL, Sweeps, Rec Survey Discussion of survey Input from members of the Committees,

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

---

- Placeholder

## SAFETY QUALIFICATION TESTING - HOW SUPPORT ROWERS STUDYING/EDUCATION AND PROCESS

---

- We will work with CRF to organize testing sessions and WRRRA can organize some study sessions.

## OTHER ITEMS FROM DIRECTORS

---

- None at this time.

## REPORTS OF DIRECTORS, COMMITTEES, ADVISORY GROUPS

---

### COACHING AND COXING

#### JENNIFER PRUGH

---

- Learn To Row this weekend (Aug 8-9). We will have 3 coaches on Saturday and 2 coaches on Sunday.
- We will reconfirm coaching for the upcoming Corporate Rowing event. (3 coaches confirmed)
- Create procedure for closing the boathouse when Club Manager is not around.
- Bella is working on a manual for the first 6 weeks of the season and for more experienced crews; drill suggestion and work out routines.

### EQUIPMENT, MERCHANDISE

#### VICTORIA ANDERS

---

- Merchandise: SRL Week Sales did very well. \$1996. Last year when we sold merchandise during SRL for a week, it was \$1831.
- - New items in time for the SRL Regatta - Men's embroidered polos, etc
- Equipment - Dirty Oars fixed. Converted Kaschper skeg to a Vespoli skeg. Maintenance Day went very well. 22 people on Sunday
- Looking to purchase some oars - 2 sets of hatchets

### SCULLING, SWEEPS AND ROWING PROGRAMS

#### MICHELLE LUNDON-FOX

---

- CRF Operations Meeting - 2 mornings a week will be set aside in the Fall: Tuesday and Thursdays mornings.
- We will notify SRL teams and Rec members to describe what the Fall Rowing League will be.
- Distributed a newspaper that profiled a female captain of a boat (The boat is similar to the Manistee.)

### WRRRA COMMUNICATIONS, ROWER EDUCATION

#### MAURICE RUELENS

---

- Jim Ridge reporting: A video company that creates videos for government agencies approached Jim to film stories about rowing. They are looking for individual stories for their "passion project" - a video that explores a heroic challenge story; 2-3 specific individuals talking about how rowing has helped them/form of therapy (PTSD, etc.). This "passion project" would be no charge. The additional opportunity for WRRRA: Since they will already be shooting videos, we could potentially have a video created that is specifically for WRRRA; perhaps for foundation grants/funding for equipment - This video would cost about \$1800 for editing time/shooting, etc. Mo can be a point person for this. Who could be highlight/profile for the "passion project? Are there any rowers that stick out in Adaptive? How about WRRRA people? Looking to shoot in 3 weeks.
- Updated links and Fall Rowing language
- Updating Facebook, Twitter, and bulletin boards. Victoria added a Merchandise logo on the homepage.

### FINANCE, EMPLOYMENT & COMPENSATION

#### LAURA LOESCH

---

- No additional report.

## VOLUNTEERISM, LEADERSHIP CREW

### SALLY FAHRENHOLZ

---

- Working on getting volunteers for LTR, SRL Regatta and upcoming Corporate Rowing event.
- Waiting on info from CRF regarding the HOTC to gather volunteers.
- Fall equipment maintenance day and another Fall event with the Cleveland Metroparks.
- Working on recognition issues. Will probably request money for an event, etc.

## MEMBERSHIP, ADMINISTRATION

### FRANK CAMPBELL

---

- CRF signed our member organization agreement.
- Created Fall versions of Masters, General Sweeps and General Sculling registration in Activenet.

## COMMUNITY OUTREACH (ADAPTIVE AND CORPORATE ROWING)

### SARAH JACKSON

---

- Adaptive Rowing
  - We will not go into the fall. Adaptive Rowing will end after the SRL Regatta. We would like to transition the group into SRL.
  - Working with a potential donor for Adaptive Rowing.
  - They will continue to be held on Sundays from 9am-10:30am until August 16.
- Corporate Rowing event will be held on August 14.

## QUESTIONS, COMMENTS FROM BOARD MEMBERS, WRRM MEMBERS, GUESTS

---

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

**Meeting adjourned at 8:43pm**