

August 10, 2015, 18:30

Attendance: Glen, Kim, Celia ,Dorothy, Travis, Barb, Paul, Darrell,

Agenda

- Review previous Meeting Minutes
- Treasurer's Report
- Program Director's Update
- Coaching Update
- Administrative Board report
- Volunteer Report
- Old Business
- New Business
 - Discussion of rower-coxswain training (equipment, landing, etc)
 - Coxswain clinic?
 - Comment Safe Sport Policy
 - Barb: follow-up on safety issues, new member education, race etiquette
 - Barb: More launches/coaches for women's practice?
 - Barb: what progress was made on getting an incident log formalized for both incidents and boat repair issues?

Meeting Notes

July meeting minutes approved.

Treasurer's report (Ceila):

- TBD amount \$11,182 is money from Stripe account, but not sure what category it goes in.
- We got a refund of \$2,937 on overpaid taxes from the state, but still waiting to confirm that our numbers line up with the states.
- Categories still not updated (carry over from July mtg)

Program/Coaching report (Travis):

- Situation Normal on classes
- No ETA for boat repairs, plus Barbara Lucille is in need of more extensive repairs. Will go in shop when Relentless returns, so also no ETA.
- Barb reports that people coming from PWR have been very happy with their experiences.
- Discussion of growing pains followed as well as the dearth of men during the month of August.
- New launch has been ordered, no delivery date yet.

Administrative Board report:

- They have not yet met, so nothing to report.

Volunteer Report:

- Barb reports that Terry says it's going OK, except men's participation could be higher. (It was noted in the program report that Scott's nagging the men helped.)

Old Business:

- PBH update on boat house search was sent through e-mail (details kept out of minutes)
 - Glen suggested that the new boat house is super critical to the future of the club, and the board needs to have more visibility into PBH.
 - Celia will talk to Becky about getting more of such visibility. We don't even know how often meetings occur and/or when they are.
 - some discussion was had about whether a board member should try to attend meetings. (When do meetings happen?)

Safe Sport Policy:

- Concerns were expressed that the policy is far too specific to youth clubs, and far too long.
- Some concern was expressed about costs, but it was also determined that background checks will be required. US Rowing has an arrangement to get them for \$20/each.
- US Rowing Requirements:
http://www.usrowing.org/docs/default-source/safe-sport-resources/USR_Member_Safesport_policy.pdf?sfvrsn=0
 - Glen and Darrell will highlight the policies that do not meet the above, and they can be discussed.
 - Goal is to further eliminate sections that don't apply.
 - Board members are asked to send *specific* comments to Glen and Darrell on the language (i.e. strike section, clarify section)

Coxswain's clinic:

- Barb suggested that we have some boat-steering clinics.
 - It was agreed that we could do that following a Saturday practice, and rotate people through rowing, steering, and landing.

Motion: Board instructs Program Director to schedule at least two coxswain training clinics in the coming weeks. Motion passed with 1 nay.

Race etiquette:

- Barb relayed concerns from membership that not everyone was helping with the various activities surrounding regattas (boat loading/unloading, carrying oars, etc...)
- Coaches will work with captains to set expectations of the membership.

Staffing concerns:

- Barb raised the question of if the women's team is understaffed. Travis suggested that a good ratio is 16 rowers to 1 coach. Currently there are two coaches, Travis and Leslie, and often between 32 and 40 rowers.
 - Saturdays are probably even worse, typically having only one coach.
 - it's expected that attendance will drop as summer ends, but board should keep this in mind for next year.

Accident reporting:

- still assigned to administrative committee, who hasn't met yet.

New action items

- Celia will talk to Becky about getting more PBH visibility. Board doesn't even know how often meetings occur and/or when they are.
- Glen and Darrell will highlight the policies that do not meet the above, and they can be discussed.
 - Goal is to further eliminate sections that don't apply.
- Board members are asked to send *specific* comments to Glen and Darrell on the language (i.e. strike section, clarify definition, etc). Glen and Darrell will incorporate those into the document.
- Program Director to schedule at least two coxswain training clinics in the coming weeks
- Coaches to work with captains to set expectations of the membership surrounding regatta etiquette.
- Administrative board (Kristin, Celia, Peter, and Scott) should actually hold a meeting this month.
- Darrell will remind people of these tasks at least twice before the next meeting.
- Travis will send an e-mail about post-regatta procedures and make sure rigging is secure.

Previous action items (strikethrough indicates completion)

- ~~All Board members are expected to read safe sport policy before August meeting so we can approve it. Darrell will resend link.~~
- ~~Celia will contact Sheila for copy of draft administrative handbook~~
- Celia will clarify budget categories for August Meeting.
- Brian will send Darrell copy of budget since he deleted it and would like to include it in these minutes.
- ~~Darrell will nag Becky about giving board an update on PBH search for new home~~
- Newly approved admin board will create a method for "incident reporting" for boat damage.
- ~~Travis will compose email to club about best practices in coxing:~~
 - someone should always be on the dock when landing a 4 or 8 with rower-coxswain
 - never more than two rowers driving boat when coming to dock
- ~~Kim will create another sign to indicate the new LTR coxbox assignments~~
- Peter to talk to Nick about floor repairs and also shower curtains.
- Status of MOU?
- Transfer of ownership for PWR equipment?

Carried forward items

- ~~Still waiting for response from Becky on PBH timelines and updates~~

Continuing Action Items

- Operating manual updates by Peter and Jim Barrett
- Rental Rack Leases — Peter inventories and presenting a lease liability agreement. Peter will also label all boats as to their availability for club use.
- Board Meetings to be posted on website after adoption.

Minutes

New Action Items

Previous action items (strikethrough indicates completion)

Carried forward items

Continuing Action Items