

## Station L Meeting Minutes for 3/13/17

Attendees: Jim, Glenn, Peter, Barb, Donna, Terry, and Sydney

Absent: Darrell

Meeting began at 6:50 PM. February meeting notes were not accessible for review so they were not reviewed by the board.

Vice chair nomination and vote: A discussion occurred re: how the chair and vice chair will be working closely with the Station L board and Portland Boathouse board (PBH) to follow up on efforts to address future location of the boathouse. Donna nominated Sydney for vice chair, Sydney accepted the nomination for vice chair and Glen seconded nomination. Board voted unanimously to approve Sydney as vice chair effective immediately.

Update on PBH meetings: Terry reported on increased movement and progress with the task force that has been created to look for a future boathouse for the PBH community. Station L members are appointed to the 2 committees (fundraising, researching potential sites). New lobbyist was described as helpful in moving the process forward.

Coaching Update: Peter briefly summarized the hiring of Coach Reba Knickerbocker to be the women's head coach and how he and the other coaches will be helping her learn about the club and river. She will be coaching with Leslie and Kesley on all three practices through April 1st in order to learn the river well and get acclimated. As program director, Peter is trying to balance out needs of all club members and keep coaching evenly distributed in the future.

Treasurer Updates: Peter reported that:

- the payroll system is working well,
  - Dues are a little behind what was projected but learn to row classes are filling up quickly, captains will be reaching out to members who haven't renewed 2017 membership yet to see if they can be reengaged
  - Donna reported that the interface between the different software systems (Stripe, Quick books) has not been put in place so she has reached out to Quick Books expert to see if she could create a solution
  - Glen noted that he would also discuss possible solutions with Donna, Scott and Peter
- Currently Donna is still spending hours each week reconciling payments etc...

IRS Update: Peter reported that an outstanding IRS appeal and penalty have been resolved per the accountant and the fine will be paid by Station L to resolve this problem.

Query by Station L women re: scholarship fund idea: Sydney and Donna briefly summarized an informal request by several Station L women for the board to advise about whether it would be possible to create a scholarship fund to cover regatta fees/uniforms for club members with financial need. Board discussed how a formal proposal was needed in order to vote but that any proposal would need to consider legal/financial considerations, how the scholarships would be

distributed fairly etc/... and that the board did not have the capacity or desire to take on developing scholarship program at this time. Furthermore, with the upcoming fundraising for the new boathouse, board members were concerned about multiple fundraising efforts being confusing to the membership and diluting the critical boathouse campaign.

Dues Relief Petition: Board reviewed and approved written petition for dues relief by Station L club member who met criteria for over 90 days being out injured (and who still volunteered and provided coxing). Sydney made the motion, board member seconded. Vote passed unanimously. Treasurer will send check for 4 months of 2016 dues reimbursement.

Revised operating rules from 2016 board meetings not yet posted on website: Peter will work with Darrell to post the revised operating rules this month.

Motion to adjourn at 7:50 PM by Sydney, seconded by Donna.

Action Items:

- Captains will get updated list of active and inactive members (re: paid dues) to follow up with them (Scott, Peter)
- Time line and plan for fixing interface problem between computer software systems (e.g., Stripe, Quickbooks)
  - Explore hiring software expert to fix problem (Donna)
  - Look at writing software to fix reports (Glen)
- Resolve IRS fine/address any outstanding issues (Peter/Donna)
- Cut check for injured club member with approved dues relief (Donna)
- Update operating rules on website, add new board members and vice chair (Darrell)