

April 11, 2016

Station L Board Meeting Minutes

Attendance: Peter, Glen, Sydney, Paul, Travis, KBott, Donna, Celia

Agenda:

- Review previous Meeting Minutes
- Treasurer's Report
- Program Update (Peter)
- Boat Purchases Update (Peter)
- Update on dock issues (safety concerns) Glen/Peter
- New Business
- Review action items from prior meeting

MINUTES

Minutes from prior board meeting were reviewed and approved.

Budget: Celia and Peter reviewed the treasurer's report. Peter reported that club membership is "steady" and on track to meet projected target for memberships this year. KBott and Peter discussed Learn to Row classes; classes are running and on track re: numbers and income.

Discussion of prior meeting action item—Donna working with Celia to develop operating procedures for treasurer is in progress. They are meeting regularly for Celia to orient Donna to the budget/position; Donna is starting to move budget into QuickBooks, payroll will stay with current vendor.

Paying for regatta fees will continue online with Station L website; Team captains will be asked to follow up with rowers to make sure fees are paid on a timely basis.

Sculling: Peter gave a brief update on the sculling program. He reported that the club is covering a lot of shifts with multiple coaches. He hopes to have an additional regular sculling coach to assign to this program but does not have someone lined up yet. The sculling clinic with Evelyn went well and 2 more future sculling clinics are full—reflecting a level of interest in sculling coaching by club members. A motion was put forward, seconded and passed to offer a stipend of \$100 monthly to Penny Luong for her contractual work as a sculling team "coach"/coordinator.

Equipment: Peter discussed heavyweight double available for purchase from Vancouver Rowing and pledges of \$4500 from club members to fully pay for boat. Motion was made, seconded and passed for Station L to purchase this boat thanks to club member donations for this boat purchase. This purchase will address an unmet need in the sculling program. Peter described options for purchasing Willamette Club's 8 to address a need for another Learn to Row/novice boat at Station L. A motion was made, seconded and passed to purchase this boat for original price negotiated with Willamette Club.

Dock Update: Several falls have occurred when carrying boats down the steep ramp so a new Station L safety policy of using extra rowers/staging at top of ramp was put into place and will continue until the dock is fixed. This past week, Coach Nick arranged for PDC and original manufacturer of dock to inspect and fix current difficulties with the dock ramp slant within the next 3 weeks. The repair work is projected to be done quickly. Glen reported that Coach Nick requested that all rowers be respectful/polite when communicating with other people on the dock (e.g., sunbathers) as this type of relationship between the boathouse community and the larger Portland community is favorably viewed by the PDC and City of Portland.

Code of Conduct: Sydney completed US Rowing SafeSport certification (as is required now of all board members) and discussed how this online program emphasizes the importance of all sports organizations having a culture (and policies) that encourage respectful treatment of all members. A suggestion was made to create a "code of conduct" like other rowing clubs (e.g., Pocock, Rose City Rowing) to promote positive, constructive communication in person and perhaps via social media among Station L club members.

ACTION ITEMS:

Need to communicate contractual arrangement/stipend to Penny Luong (Peter)

Glen: to develop and send out an explanation to Station L community re: dock safety, dock policy re: sharing the dock with visitors and how to communicate respectfully/politely when launching and docking in the midst of visitors.

Coaches: will continue to reinforce policy of involving extra rowers for launching boats until dock is fixed.

Celia: will clarify who is our representative for PVR and any upcoming budget requests to our club re: Vancouver Lake course improvements.

Travis, KBott, and Sydney: look at other rowing club's "codes of conduct" to eventually propose for Station L operating policies.

All board members: please send copies of certificates of completed SafeSport online training to Darrell to store in google docs.

Minutes Submitted: Sydney Ey