

## November 14, 2022 - Station L Board Minutes

Attendees: Peter, Jim, Mark, Rachel, Sarah, Donna, Jenny

Call to order: Called to order at 6:35 pm by Cynthia

Adjourned: 8:00 pm

### Secretary

- Minutes approved
- Mark will post PDFs minutes of all 2021 and 2022 regular board meetings

### Treasurer Report

- Bank balance is \$20,483
- Anticipate ending the year \$8000-\$9000 in the black, given recent donations
- Budget Process for 2023—Guidelines from Board needed
  - To be discussed in Dec meeting
  - Dues increase—preference is to keep it below inflation, but will check in draft
  - Discussion of budget, growth/capacity (sculling and sweep), and new Exec Director and staffing structure

### Program Report

- End of Fall season
- Erg Classes (currently about 30 people)
- Erg sessions, mostly run by captains—with more staffing, we could increase capacity somewhat, Rose City is setting up in a new location that could be shared
  - Jenny moved to establish a month-to-month erg-only membership, cost to be determined. Second by Mark.  
Passed unanimously
- Weekend Rowing Sessions in place
- Coaches digesting 2022 season, will meet and discuss over the coming weeks.

### Portland Boathouse Report

- Letter of Intent to be signed soon with Ross Island
- Due diligence and lease negotiations (with first right of refusal) will start once LOI is signed
- Ivon Boatyard: Security upgrades coming over the next few weeks

### Management Restructure Report—Drafts of New Job descriptions

- Roles
  - Executive Director
  - Operations and Equipment Manager
  - Staff and Administration Manager
  - Education and Membership Manager
  - Assistant Education and Membership Manager
- Discussion, timeline, budget impact

Meeting adjourned: 8:00 pm