

January 9, 2023 - Station L Board Minutes

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

Call to order: Called to order at 6:36 pm by Cynthia

Adjourned: 7:50 pm

Secretary Report

- Minutes reviewed and approved.

Treasurer Report

- Jan. 9, 2023 Bank Balance: \$35,489 (\$10,412 payable Q4 rent)
- For reference:
 - Jan. 1, 2022 Balance: \$17,608
 - Dec. 31, 2022 Balance \$24,501
- Net income for 2022: \$6,893

Program Director Report

- Learn to Erg classes starting up
- Equipment update
 - Portland State launch now in use
 - Lewis & Clark launches to be put into use this week
 - Approval for Peter to buy launch trailer in upcoming auction.
MOTION: approved unanimously

Portland Boathouse Update

- Oar cage was broken into at boat yard. It has now been repaired. In the future, it may be reinforced like the fence at front gate
- Response expected from Pamplin in next week or so regarding former Ross Island site
- Riverkeeper is moving out of building in Feb. (They will continue as member of organization and continue using boat yard)
- Lease for current boathouse building is up June 30 (Rent may go month-to-month at that time)

- An adjustment may add small cost for Station L

Program schedule/staffing/goals, etc.

- To be completed in early February

Focus groups

- Advanced sculling focus group was held on Jan. 9. (10 participants, 90 minutes) Topics included: individual goals, ways that club can support, balancing interests of advanced group with larger club. Session was constructive and participants were positive about the dialogue

Annual meeting agenda

- Election
 - Three candidates: Piper Davis, Jeff Krueger, Eric Johnston
 - Two 3-year positions (Piper and Eric), one 2-year term (Jeff)
 - Voting via website. Mark will reach out to Darrell to assist. Voting to open Wed before meeting (Jan 25) and close at midnight of annual meeting (Jan 29)
- Agenda
 - Agenda includes normal annual statements
 - Member participation activity about goals, issues
 - Toast to Jim and Sarah and Donna

Manager applications and interview process

- Applicants
 - Charlotte—Education/Member manager
 - Laura—Education/Member manager
 - Todd—Education/Member manager AND Staff/Admin manager
 - Tara—Equipment/Operations
 - Kyle—(maybe) Equipment/Ops
 - Sarah Howeth (Zimmerman)—Asst. Ed/Mem manager

- Interview and review process
 - Form hiring subcommittee: Peter, Sarah (recent board member) one (or two) at-large members
MOTION: approved unanimously
 - 30 minute interviews
 - Job descriptions could evolve to align with needs and applicant skills and availability
- Change title from Program Director (Peter's current title) to Executive Director
 - See job description
 - Pay was included in 2023 budget
 - MOVE to make title change today. Current duties to continue until positions are filled and training is completed. Transition is likely to take until end of first quarter. Current pay to remain through training.
PASSED unanimously

Adjourned: 7:50