

WRRRA JANUARY 2011 BOARD MEETING

January 4, 2010, Hoopples

In attendance: Craig Gates, Sally Fahrenholz, DD Meakin, Gary Clark, Jeff Zabor, Mark Silverstein

This open meeting was attended by approximately 30 WRRRA members and started at 6:15 pm.

DECEMBER 2010 MINUTES

SUMMARY

- Minutes read and approved

RIVERGATE GRAND OPENING GALA EVENT –SARAH OTT-HANSEN

SUMMARY

- Gala event, July 23, 6:30 to 1 am to be held at Rivergate, as a Grand opening event. This event is a gala for rowers and the community and all folks interested in Rivergate and its story.
- The purpose is to raise money. Printed invitations will be mailed to invite corporate sponsors. Invitations will be going to printer in May.
- Levels of sponsorship:
 - **Rivergate Benefactor \$5,000**
 - Publicity: Company name on 3,000 invitations; Press release mentions corporate sponsorship; Signboard at event; Program listing
 - Table for 10 with preferred seating with sit down dinner, hors d'oeuvres, and open bar
 - Learn to Row session or Kayak rentals for 10
 - **Rivergate Patron, \$3,000**
 - Same as above, minus press release and LTR/kayaking
 - **Rivergate Sponsor, \$1,500**
 - Program listing and signboard at event
- Contact Sarah Ott-Hansen at sarahotthansen@wowway.com or 216-337-0220

PRESENTATION OF 2010 FINANCIAL REPORTS, MARK SHUPE

WRRRA ENDS YEAR WITH POSITIVE CASH POSITION

- Mark presented the 2010 summary financial reports. Mark can provide more detailed reports for each program upon request.
- Notable aspects of the financial reports include:
 - Changes made to the fee structure in 2010; sales taxes were also separated from fees.
 - There was less participation in programs than budgeted, but less expense than budgeted for.
 - We achieved a positive net cash flow, due to lower coaching expenses against budget; however, we spent more \$\$ on coxswains than budgeted.
 - The report includes a P and L report for each of the programs. Each had positive cash flow.
 - We also spent less on equipment than budgeted
 - Balance of a little over \$59K in a high-yield savings account and \$18 in checking. Total of a little over \$78K in cash.
- The board will accept budget, review, and move to approve at a later time.

PRESIDENT'S REPORT, JEFFREY ZABOR

BETH O'KAIN KILBANE TO ROW ACROSS THE ATLANTIC

- Beth O’Kain Kilbane is participating in a competitive row across the Atlantic. She launches on January 12, 2011 in an 8-man ocean boat carrying 15 rowers, in an attempt to break the current record of 32 days, 12 hours and 2 minutes. We need more

OPEN BOARD POSITIONS

- Two board positions are open – those vacated by Justin Kershaw and Chrys Kozak. The WRRRA board is required to give notification to membership and then accept nominations for 30 days. We are in the process of receiving nominations. The positions being vacated are very specific, because of the new board organization.
- One open position is Secretary/Treasurer. The other oversees communications, unity, and fund raising. Jeff has the two-page handout listing the responsibilities for each of these. So far nominations include Zita Varnelis, Cara Sieberth, and Erik Murdell.
- Jeff explained the board organization where directors take responsibility for creating committees for specific areas of club operation.
- Brief discussion of responsibilities involved with communication, unity, innovation and outreach: The board member responsible for this area would oversee:
 - Marketing, internal and external communication;
 - Unity by bringing members of club together and fostering inclusion and helpfulness among members;
 - Innovation and outreach could focus on new programs and community outreach, like Adaptive Rowing, helping the community and other community rowing initiatives.
- Jeff offered an explanation of what a corporate secretary does in keeping the organization’s records; this position has been combined with the treasurer role. There is a written description of these roles that can be made available upon request.

CRF REPRESENTATIVES; CRF UPDATE

- Thanks to Doug Carlson, Kerry Waterston, and Becky Osborne – for being the CRF reps attending the WRRRA meetings. We are taking steps to improve communication between CRF and WRRRA.
- An update on the occupancy permit for Rivergate: CRF is awaiting input from fire dept on fire suppression system.
- Background: The former occupancy permit was for retail. We need a fire detection system, and CRF has quotes on such and has sought the help of a consultant to decide on the best one. CRF will then begin the permitting process, with the hope that an occupancy permit will be granted February 1.
- The small building never had an occupancy permit, and that is also in process.
- Rivergate is a reality – river vessels now announce – “Rounding Rivergate Park.”
- CRF is holding work parties – interested folks should look on the CRF website for dates and times.
- Members interested in storing private boats should reference the policies available on the CRF website: <http://www.clevelandrows.org/content/boat-storage>
- The CRF Annual Meeting on Saturday, Jan 8 at Sainatos.
- Bow Ball is Saturday, Feb 5. Rowing experience promised to corporations buying tables for the Gala. Jeff has promised this on the behalf of WRRRA.
- We will post the schedule for board meetings for the balance of the year.

COMMITTEE REPORTS

FINANCE, JEFFREY ZABOR

- Gloria Storey, Jackie Mynarski, Joanne Hull and Mark Shupe have agreed to serve on the finance committee.

CORPORATE RECORDS & CORRESPONDENCE

- No report. Awaiting director

ADMINISTRATION AND MEMBERSHIP, GARY CLARK

- Gary has met with Emily Shurilla about membership and is forming a committee. Mary Ryan has volunteered to be involved.
- Discussion of Gary Clark as WRRRA Representative to CRF:
 - Becky Osborne’s term expires at the annual meeting on January 8, 2011.

- Doug Carlson: There may be a conflict of interest to have Gary as a CRF board member as he also serves as a WRRRA board member. Conflicts between the interests of the two organizations could cause problems at either WRRRA or CRF board level. There could be situations where Gary might have to recuse himself in either role. It's possible that this could be a factor in any decision for either organization.
- Doug Carlson recommends that it not be done for the above reasons, which are based in Ohio law.
- We would like to foster communication between the organizations by this structure, with a concrete connection, in addition to WRRRA and CRF board members attending each other's meetings.
- Suggestion that a committee head of a WRRRA be the CRF board representative.
- There never has been a simultaneous director of WRRRA and CRF where the person is on both boards.
- Some are in favor of having Gary on the CRF board, reserving the option to have him step down if conflicts arise, with the option to replace with another representative

Mark Silverstein moved to rescind appointment of Gary Clark on CRF Board, with D. D. seconding.

Discussion:

- Bill Braun urges to have a WRRRA board member on CRF board to foster better communication between boards. He does not recall any contentious vote in the past years he was on board and he does not see a difficulty in a CRF board member recusing in the event of a conflict.
- Question: Are we breaking a law by having GC on CRF board? No, but it is not advisable.
- The advantages of having Gary on both boards appear to override the risks. These advantages are better communication, coordination, and fostering greater understanding between the organizations.

Vote: The motion was defeated 3 to 2. Gary Clark will be a WRRRA representative on the CRF board.

VOLUNTEERISM, GARY CLARK

- Janet Clark will serve on this committee.

COACHING, CRAIG GATES

- The Coaching Committee has been formed. Hanson, Morgan, Romily, Marcovy, Silverstein, Gates, Thursday, Jan 6, initial meeting.

EQUIPMENT, CRAIG GATES

- This committee made up of Craig Gates, Bob Gannon (new equipment manager), Jim Mack have had their first meeting.
- Jim Mack will be passing on past knowledge. We want to be more organized this year and adopt a long-range plan. Mack will evaluate equipment, what to keep and unload – this evaluation should be done in the next month.
- We did not purchase much of significance last year – just one single. We will plan on buying more new equipment this year, but we need to know what rack space we have.

SAFETY, CRAIG GATES

- Sheila Nowacki will serve on the safety committee with Craig Gates.
- Note: This is the first time WRRRA has had a safety committee. We need to review what WRRRA does in terms of safety, especially for novice rowers.

COXING, CRAIG GATES

- The new Coxing Committee is made up of Patrick Whitaker, Chris Morgan and Craig Gates. Patrick and Chris will co chair.

SUMMER AND FALL ROWING LEAGUES AND RECREATIONAL ROWING PROGRAM, MARK SILVERSTEIN

- First meeting was held Dec 14. Mark met with 12 members of SRL and Rec.
- At the meeting Mark presented a proposal for spring rowing for 36 people, Monday/Wednesday or Tuesday/Thursday. Patty has agreed to help coach. Proposed fee of \$100 fee, \$50 of which will go to CRF.
- SRL – we are bringing back Sandy and Jerry as chairs for SRL and FRL.

- It is worth noting that half of LTR participants signed up for rowing. The low conversion rate is thought to be due to the sticker shock of the cost, in the context of our competing with other athletic endeavors. SRL folks row about 16 times a year, but contribute much \$\$\$. We want to increase value to them. A small 8-week program at the cost of about \$200 seems to make sense. We can also offer extra weekend rows at no extra charge.
- Mark will head up LTR program. Comments: The video we've used in the past is scary – it may be better to substitute something else for it. We seek to maximize time on the water and perhaps use the barge for training. Jerry has suggested a mentor program, where an experienced rower serves as mentor as a novice team – for questions, help, guidance.
- Sandy and Jerry have created an adult rowing calendar for these programs, featuring 4 8-week sessions of rowing. We want to have participants to pay CRF assessment in increments, so that it's broken down. We want to change the perception that SRL is expensive and provide a better value.
- Jeff Zabor noted that we need agreement from CRF, finance, and membership committees that this structure is viable and supportable. Suggests that Mark Silverstein work with finance and membership committees on these issues.

GENERAL SWEEPS ROWING, D.D. MEAKIN

- Dixie Reiss and Jeff Renston have been recruited for this committee.

MASTERS ROWING, D.D. MEAKIN

- This committee has not met yet – there is a meeting scheduled for Jan 8.
- Committee includes Kathy Whitford, Anna Chanakas, Russ Sebbio, Eileen Gordon, Zita Varnelis, Megan Wheeler, Patty Wolford, Sharon Romily, and D. D. Meakin. D.D. is interested in recruiting more men for this committee.

SCULLING PROGRAM, D.D. MEAKIN

- Members of this committee are D.D. Meakin, Karen Bush, Lori Scheid, Tim Marcovy, Michelle Fox, Zita Varnelis, and Beth Mease.
- The committee will be looking into Integrating competitive sculling into masters and the creation of a learn to scull program, featuring ongoing coached sessions for scullers. This committee will also be working with the safety committee.

REGATTA COMMITTEE, D.D. MEAKIN

- This committee consists of D.D. Meakin, Eileen Gordon, Janet Clark, Rebecca Luken, and advised by Sharon Romilly.

COMMITTEES FOR OUTREACH & INNOVATION; UNITY & SOCIAL; FUNDRAISING

- No reports as these committees need a board member to oversee.

COMMUNICATION COMMITTEE

- The WRRR Web Site status was presented – work was contracted and paid for in May, but remains to be finished.
- Jeff recounted facts from financial records: During the period of March 15 – August 30 we paid \$2444 for development of web site. Recent correspondence indicates that technical issues still exist. Target date from Jeff Scheid is January 15, 2011.
- Discussion ensued:
 - We had time from Nov 6 to present – to have a working web site developed for a low cost by folks other board members have talked with. Having the website up is critical. Some board members believe that we should thank Jeff for his efforts but seek proposals for a new website.
 - We need to understand what's been done so far. We need to talk to Jeff about what we have so far. Dave Dressler has offered to talk to JS to see what else that needs to be done.
 - Mark and Craig will work with Jeff Scheid to get site up by the promised January 15 date.

MISCELLANEOUS

DONATION OF SHELLS FROM CRF

- We have received a letter from Theresa Gang attesting to transfer from CRF to WRRR of the Wintech 8 – the other half of barge, and a Wintech single. CRF will have use of 8 when they have need for it.

COMMITTEE KICK-OFF DAY SUGGESTED BUT NOT SCHEDULED

- Jeff suggests scheduling a day to spend a few hours to bring all of committees together, setting goals, etc.
- The reception to this event was not enthusiastic, so it will not be scheduled.

MARLENE ROYAL WINTER TRAINING PROGRAM

- Craig reports that suggestion for a winter training program was presented to masters rowers who train in the winter. The majority thought it was a good idea to implement this professionally designed training schedule, which runs from mid January through mid April, and will be open to everyone in the club.
- We want to post the program in a central location. Craig has been in contact with Marlene, and the Info will be disseminated through email. Cost is \$345 for the whole club. No charge for participants – it is a benefit of membership.

CHARITY POKER APPLICATION

- Application for WRRR to run a Charity Poker event has not yet been made. Jeff will pursue communication with Theresa Gang. If the application is needed right away, he will make it happen.

WRRR MISSION STATEMENT

- The discussion is deferred until a later meeting.

NEW BUSINESS

PRE-ELITE AND ELITE ROWING PROGRAM PROPOSAL

- Tim Marcovy would like WRRR to develop a rowing program for the age group directly below masters level – between college and age 27. Skill level is the defining aspect.
- Most clubs support this demographic, to gain a more competitive identity for the club and to support very competitive rowers locally, so they are not compelled to go elsewhere to be competitive. This sort of program seems to make sense for WRRR, as we have coaching that's appropriate.
- There are significant financial issues involved with such a program. It was suggested that our masters program help support it. We will refer this idea to the masters committee and coaching committee to study how we could implement. It's agreed that this is something we would like to do.

SPRING ROWING

- We need to comply with cold-water restrictions in terms of coaching for the proposed spring rowing program. Rowers have to meet maximum cold-water restrictions. Can't vote on it until it's clarified what the requirements are, financially, safety, and membership.

COMMENTS, QUESTIONS, SUGGESTIONS, CONCERNS

- Members are free to email Jeff with any questions or concerns they might have
- Sara: Patrick is very active in the Bash, and he will also join the equipment committee.
- Sharon R asks -- What is coaching admin expense line item in the budget? \$10K is a lot of money to budget
Craig answers -- we had thought that more admin would be involved, meetings with other coaches, off the water activities – Randy did not bill for that. Please note that cox costs and coaching admin costs offset each other this past year.
- This should be kept in mind for budget planning for next year.
- Fees for programs and assessments will probably be about the same as last year.
- April 1 will be date for finalized budget. We need secy/treas and finance committee.
- Sharon R asks -- Are we in the launch business, and will cost this be spread across the programs? How will this be allocated?
No answer available at this time.
- Jeff Zabor thanks all for attending the meeting and notes that WRRR is on the cusp of a Renaissance.
- Next Board Meeting: Monday Feb 7, 6:15 pm Hooples

8:12 Mark Silverstein moved to adjourn. 2nd by D.D. and passed unanimously.

APPENDIX I MEETING SCHEDULE

- The meeting schedule for the coming year is as follows:
 - Monday, February 7
 - Monday, March 7
 - Monday, April 4
 - Monday, May 2
 - Tuesday, June 7
 - Monday, July 11
 - Tuesday, August 2
 - Monday, September 12
 - Tuesday, October 4
 - Annual meeting – Saturday, November 5