

WRRRA Meeting - September 12, 2006

Attendees

Doug Carlson	Jim Mack	Carrie Saylor
Anna Chanakas	Tim Marcovy	Brian Schwartz
Janet Clark	Amy McFarland	Mark Silverstein
Brad Fuehrer	Lois Moss	Aimee Ursic
Liz Harmath	Erik Murdell	Lisa Woods
Steve Harmath	Sharon Romilly	Jeff Zabor

Sharon called the meeting to order at 6:03 pm.

I Meeting Minutes

Sharon Romilly

- Sharon asked for corrections. Jim Mack moved to table the motion to approve the minutes until next month's meeting. Anna Chanakas second. No objections.
⇒ **ACTION:** *Approval of Meeting Minutes from WRRRA 2006 August Meeting tabled until next meeting.*

II President's Report

Sharon Romilly

- We went to FISA and we did very well. All equipment came back and is put away. The Head Of The Cuyahoga (HOTC) is this weekend, and all members need to help out. While at the Boathouse (BH), remember to keep the BH clean. We each act as a WRRRA representative to the guests who will be on our property that day, and we want people to keep coming back. When you are done with your race, please put your equipment back because the equipment will be used by many teams. Also, there are a few SRL groups rowing this year, and please help them out as this may be their 1st time participating in a race.

III Treasurer's Report

Steve Harmath

- I have passed out the spreadsheets reflecting the cash flow through 9/12/06, the 2006 Budget, 2006 Revenues, and a revised cash flow report for June/July 2006. We've settled the CRF assessment and I have received all of the membership money paid by credit card, minus the handling charges. Note that the regatta entry fees is not really part of our balance sheet because it is paid by the rowers themselves. As such, it's not a budget item, but it appears on these sheets because I handle the money. A few new administrative items include the purchase of checks and insurance for the WinTech. The \$1,000 deposit paid to WinTech appears under equipment purchases, but may need to be shifted. I will update at next month's meeting.
- Jim asked for a quick breakdown for the CRF assessments as far as number of members that Steve used. Steve said he'd have to go back and check because it was an estimated number and some adjustments may be required.
- Doug asked about SRL sponsorship money. Jim said he found 2 checks which may be attributable to sponsorship: one from DBA for \$800 and another from Hooples. Steve clarified that he deposited a check from Vicki which may be sponsorship money, but he entered it under miscellaneous. Doug asked why the sponsorship money is lower this year than previous years. Lois explained that she didn't have enough people to help her with sponsorship so they were unable to get the full amount.
- Sharon mentioned that her concern is that the numbers from spreadsheets provided at previous meetings don't seem to add up and don't match from month-to-month. Also, she noted that the spreadsheets are very vague and as such, are not entirely helpful with making decisions affecting the entire club. For example, we would like information about boat repair (i.e., how much of Delbane's time is spend on boats) in order to assess whether we need to purchase new equipment. Also, we would like to determine if FRL is cost-effective, and a breakdown on expenses and revenues would shed some light on this issue.
- Jim proposed a motion to get a clear accounting of SRL, including the number of members, fees charged for each member, exact amount spent on coaching, amount spent on other activities (i.e., party), and amount spent on repair. Thus, we can really address the issue as far as cost effectiveness for the club overall. Anna seconded the motion. Steve said that he could provide what he has at next month's meeting. Lois commented that it would be helpful to get the membership list and Jim said that he will provide it. Jeff Zabor suggested that we should have

an accounting for all programs. Jim said that it may not be reasonable to make such a broad motion. For example, the regatta fees for the Masters group are complicated because the individual members must pay. Thus, although I think it is an excellent idea, but it may be difficult to include it in this motion. Mark said that he agrees that we should not stop at SRL. Thus, maybe we make a new motion for a cost accounting program to see where we are at. Jim mentioned that certainly, the SRL would be the easiest to tackle at this point because the season is completed and the numbers are finite. Steve requested that there be a minimum amount (e.g., as \$500) to be categorized as di minimus. Also, he added that it would be very helpful for the chairs of each group to specifically identify the purpose for each reimbursement submitted. He commented that we need to agree on categories for cost accounts so that we can keep track of each one. For example, under boat repair, Paul allocates his time to each group (i.e., CSRA, Masters, SRL), but it is not split by boat. Lois suggested that the club use QuickBooks online, as she has seen with other clubs. In those cases, the club limits access to certain members, who have the ability to review and question individual items. Jeff asked if we are using an automatic accounting system, and Steve responded that he does it on a spreadsheet. Steve continued, stating that if we decided to use QuickBooks, we would need to make proficiency in QuickBooks as a prerequisite to this position. Sharon called for a vote, and there were 13 yes's, zero no's. Motion passed.

⇒ ***The Treasurer will submit a full accounting of the SRL 2006 Season at the next meeting.***

- Steve added two more points as far as the spreadsheets. First, he mentioned that he has added asterisks under the entry for equipment budget, because the Board will authorize each expense on an as needed basis. Second, he noted that he revised last month's cash flow report, with revisions noted in orange. He added an entry for restricted funds. Also, the entries for regatta expenses and entry fees were changed, based, in part, to the expense for accommodations for the coxies. He said that Kurt's expenses are covered in the annual budget. Jim mentioned that the total fees spent are greater than the fees received. Steve said the regatta fees are not included on this page.
- Jim made a motion that the president appoint a committee to analyze the cost accounting issue and report back to the club by the November meeting. This would give them a chance to talk with each program chair and others who are spending money. Also, by then, we will have the report from SRL, which may provide us with some guidance. Anna seconded. Lois questioned how the membership in this committee will be determined, and she suggested that we have at least 1 SRL member, adding there is one SRL member she knows of who does this as a living. Mark commented that this committee may recognize that hiring a professional accountant to do this work, to be overseen by the treasurer, may be a better idea because we are in essence, a small business, and as a volunteer, there's only so much you can do. Sharon called for a vote, there were 11 yes's, zero no's. Motion passed.

⇒ ***The President will appoint a committee to analyze the cost accounting issue by the November meeting.***

IV Summer Rowing League Lois Moss

- We ended up having 35 teams with the help of 17 coaches. I'd like to thank all of the coaches who stepped up. Erik kept the webpage updated which was really helpful. We got some suggestions for next year. We intend to break SRL up into 6 committees and start as soon as possible so that next year won't be so rushed.
- We are having the WinTech rep show up to offer a class about boats and terminology this Friday (9/15/06) from 6p until 7:30pm. The location will be in the boat bays. This guy rows and coaches with Vespoli but reps WinTech so he should be able to provide us with information on all types of boats.

V Fall Rowing League Brad Fuehrer

- Fall Rowing will be from September 12 thru October 28, 6:15 p.m. until 8:30 p.m. on weeknights and 12-2 p.m. on Saturdays. Sharon mentioned that Wednesday is a big night for Masters so we all need to be patient. Brad continued, stating that FRL equipment is not to be used by anyone but FRL during these times. We request reservation of the following boats, in this order: Dirty Oars, Rowing Goddesses, Summer Rower, followed by the Fowler and Firehouse when needed. The FRL Learn-To-Row is this Sunday from 8-2. We will accept any volunteers. We also need the US Rowing video. Currently, we have 138 rowers for FRL. An email has been

sent, and coaches will be notified and reminded to use bow/stern lights for the shells. We need 2 additional coaches on Wednesday and most likely at least one, maybe two coaches on Saturday. Any *available* coach from SRL is helping out, but many have returned to their respective fall programs and are unavailable. Thus, we will need some folks from Masters or other programs certified to coach to step up to this role if FRL is to succeed with sufficient coaching. All checks/apps/waivers will be handed to Jim Mack no later than September 21 after the dust settles from the LTR.

- Jim Mack proposed a motion that the WRRRA officially approves the schedule of events and fees proposed by the Fall Rowing Committee. He emphasized that it should be understood that individual rowers who are not otherwise members will not become members as a result of their participation. Doug seconded it. No discussions. 13 yes's, zero no's. Motion passed.
⇒ ***The FRL Schedule has been approved.***

VI Masters ***Sheila Nowacki***

- No report.

VII Away Regatta ***Anna Chanakas***

- We had 16 people compete in FISA, coming back with several medals. Brian will be adding the information to the website. For the HOTC, we have 35 entries, including 4 rec crews in the mixed 8, which may increase. If you haven't done so, please sign a waiver. I also sent out information about the other Head races (Welland, Ohio, Speakmon). At this point, we don't have a trailer driver for Welland, so we may not be able to go. Mark volunteered to drive if he goes. Anna will send out a notice this weekend, because the deadline is this weekend. Sharon suggested coordinating with the schools.

VIII Membership ***Jim Mack***

- Currently, we have 110 full members, 1 special full member, 3 gratis full members, 4 cox members, 4 student members, 306 SRL members, and 10 SRL members who attended only the LTR. I my records show that there are 4 full members and 16 SRL members who haven't paid anything. Thus, if these unpaid amounts were paid, we'd collect an additional \$6,000. I have not finalized the status of waivers received. Lois said she has copies of every check she gave to Jeff. Jim added that some of the non-payment issues are related to credit cards. For example, we didn't take Discover and people put them in. Lois and Jim will meet to clarify SRL.
- Brian commented that he has some ideas about handling membership and credit card payments online.
- Jim suggested that next year, we have 1 membership collection site for all programs.

IX Cleveland Rowing Foundation ***Mark Silverstein***

- We are in great shape. You can see what has been done around the facility. We are getting a new security system soon, with a keyless entry pad. We will give qualified individuals the entry numbers. Also, scullers with shells will have a separate code to access the sculler bay. We are working on finalizing the lease with our landlord. We've also had some meetings about the Conrail building. To take immediate control of it, we could landscape the property and use it as a parking lot, with steps leading down to the bays. Our goal is to have the building itself completely rehabilitated without expense to us, as it can be an iconic place for people to be introduced to the river. Moving forward, the Foundation is sponsoring HOTC and Row for A Cure. We count on the adult community for volunteerism and we'd like to thank them.

X Equipment ***Paul Delbane***

- Jim reviewed the WinTech situation. In last month's meeting, we approved renting the boat for up to a max \$1000. But, WinTech would not let us rent; rather, they permitted us to pay a 10% deposit and then return w/in 30 days if we weren't satisfied. We used the WinTech and got feedback from several SRL rowers and coaches, all of which was negative. Thus, there appeared to be no sentiment for keeping it. Since the 30 days were up, we contacted WinTech and returned the boat, emphasizing that we may buy one in the future. I've also sent out announcements to the equipment committee to meet and discuss a wide series of possibilities for boat purchases in the future. I hope to have a meeting sometime in the next 2-3 weeks, and I will announce the meeting. Lois asked if the comments regarding the WinTech could be posted

on the website, because the comments she heard were all the same. Sharon mentioned that we cannot have all lightweight boats, due to the variety of rowers. She added that the current SRL boats are Kaspers which are very different than WinTechs. Thus, the differences are extreme. Mark said that the Vespoli launchers have an adaptive kit which makes them into a barge. Thus, the CRF may provide funds if WRRRA considers this, because it can be used a training barge.

- Paul's workbench often becomes a place for people to place things, so please respect it and do not dump equipment there. Also, please list the issues with the boats clearer on the board as sometimes, Paul cannot understand what the problem is. He has ordered vent caps, back stays and fins for the SRL shells, which have not arrived. He also sent out one coxbox for repair. CSRA has 2 doubles available for WRRRA.
- Mark said that he is aware of the issue regarding the fire extinguishers and that they will contract that service out.
- Jim said that people are still signing out boats in the binder which is located under the old radio locker. It is now removed.
- Tim mentioned that the blue Vespoli heavyweight double had some problems, specifically, the footplates that the shoes were bolted to was cracked, and the appearance of lines in the hull. The boat was taken to FISA and raced well. While at FISA, Vespoli looked at it and replaced the foot stretcher plates without charge. They were concerned about the lines in the hull and so took the boat back. We hope to have it back by Head of the Charles weekend, because we will have a trailer. All work was done under warranty.

XI Safety Committee

Tim Marcovy

- The past month, there were a few issues with safety, mostly involving coaches. One person who was coaching was not certified, and it was promptly corrected. Another issue was the complaints regarding SRL groups leaving launches on the dock at the end of the night. I corrected the coaches on those points, with no subsequent reports.
- You have all seen some of my emails regarding the safety rules. When the CRF was created in 1995, we were charged with two areas: operations and safety/security for all members in all clubs, as well as equipment which is very expensive. Thus, we have the rules and they are admittedly onerous, but our river is unique. For example, we have a large amount of commercial traffic, including barges. Thus, the necessity of the rules is apparent. We have a big concern because we are not valued by other users of the river (e.g., commercial, pleasure crafts). They are quick to jump on us. Thus, if we aren't absolutely clean, we run the risk of additional burdens imposed by the Coast Guard and other entities, or being barred from rowing. We need to be certain that we can demonstrate that we have made every effort to ensure the safety of our rowers and equipment.
- Mark mentioned that he'd like to thank Tim and Jim for the work with the safety committee, as well as Lois and Erik for running the rowing programs. It's a volunteer organization and it takes a tremendous amount of time.
- We are revising the SOP and hope to have a new one by the start of next year's program.

XII Website

Brian Schwartz

- One of the issues that everyone is having is that the website is running slowly. I have spoken with our hosting provider to help. If anyone knows Jacquleen Kirby from KeyCorp, please let me know. The WRRRA listserve on yahoo will be consolidated so that there will be 1 group (wrra) that you need to email if you want to ensure you contact everyone. You can still use the other lists (e.g., wrra-comp) to email a particular group. When you send information to the listserve, please make the change in the calendar. If you encounter issues, let me know. If you have any pictures, please let me know so we can add them. I can add a link to the CRF calendar.

XIII Row for A Cure

Karen Provenzano

- Online registration is up and running through www.wrra.cc.rowforacure. Thank you to Brian Schwartz. We have mailed 340 corporate donation letters about a week ago and are still looking for donations. We have received several gift prize donations for the raffle, over and above the Full Membership donated by WRRRA including a Deluxe overnight stay at Crowne Plaza, downtown Cleveland, 4 movie tickets from Cleveland Cinemas, one hour massage from Hinkley Massage, Gift bags from R.P.'s, Zoo tickets, Cuyahoga Valley Scenic Railroad Tickets and artwork and ceramic items from Something Different and Off the Wall Gallery. Liz Schulte will

donate awards from the proceeds as follows: \$200 for top fundraiser, \$100 for 2nd place, \$50 for third. 4th and 5th place will also be recognized through prize donations. Erik Murdell has volunteered to DJ for the event. We still need an honorary chairperson. If anyone knows of someone interested in this, please contact me. I have received e-mails from volunteers which is great, but the largest hurdle will be set up at 6 AM and tear down at 3PM. Let me know if we can get one of the schools/colleges kid groups to help us out here.

- The information is on the website. Please sign up early.

XIV Old Business

- None.

XV New Business

- Jim mentioned that he has considered penalizing those who give out their security code to access the lockers. Currently, if I find evidence of such a disclosure, I will change the number. However, I also wanted to consider a penalty for both the giver of the number and the givee, such as being off the river for a week. Sharon suggested that we wait and see if this is a big problem and we can address later.
- Sharon mentioned that some people intend to get together to make a video of the safety zones. We will send an email out for volunteers.

Steve moved to adjourn. Jim seconded it. No objections. Meeting was adjourned at 7:27 pm.

NEXT MEETING – Monday, October 2, 2006 at 6:00 p.m. at the CRF Boathouse.