

**Western Reserve Rowing Association
Board of Directors Meeting
January 11, 2024**

Opening: A regular meeting of the Board of Directors of WRRRA was called to order by the President, Sharon Romilly, at 6:06pm at the Cleveland Rowing Foundation Boathouse.

Attendance:

WRRRA B.O.D. in person: Sharon Romilly, Martha Rini, Kathy Whitford, Leah Livermore, Monica Wagner, Tim Marcovy, Teresa Hooper, Robin Murphy, Maria Coyne, Chris Cole

Other in person: Heidi Lamb, Jamye Jamison

Approval of Minutes:

The approval of the December 13, 2023 B.O.D. meeting minutes was deferred until February 15, 2024.

CRF Report, Jamye Jamison:

1. The CRF Annual Meeting will be held on January 13, 2024 at the Boathouse.
2. There will be a meeting covering non-profit board basic guidelines of governance immediately following the Annual Meeting. The WRRRA B.O.D. are invited to attend.
3. The CRF strategic planning process is ongoing.
4. Jamye emailed Sharon the strategic planning survey to share with the WRRRA B.O.D.
5. Jamye reported the CRF and WRRRA Articles of Incorporation are very similar. They were filed with the State of Ohio in 2006. See 1-11-2024 Attachment A.
6. Jamye reported Cleveland State University is hoping to restart their program this Fall. Justin Belian is one of the leads in this endeavor.

Coaching and Coxing Report, Tim Marcovy:

1. The men's Masters team is interested in having Charles Robinson coach them this year.
2. The two women's Masters captains informed Tim they approve of Howard Stranahan as one of their coaches.
3. Howard will possibly be one of the CSU coaches.
4. Tim has received a commitment from 9-10 SRL coaches for the 2024 season. There were 8 SRL coaches in 2023.
5. The current goal is for 1:1 SRL coaching in 2024.
6. The possibility of 1:2 coaching at the beginning and end of the SRL season was discussed.
7. The minimum Coxswain age needs to be determined.
8. Tim has received a commitment from Bob Gannon to coach some SRL crews in 2024.
9. A draft of the coaching contract was sent to the WRRRA B.O.D. for their input and consideration.
10. A revision of the coaching contract will be needed for the master's program.
11. Sharon made a motion to post the Master's women's coaching advertisement on Row2K and in-house. Kathy seconded the motion and it passed unanimously.

President's Report, Sharon Romilly:

1. First Line Shell Repair has not submitted a repair estimate for the Biddi.
2. Heidi is working on cancelling the Dream Host \$5 monthly fee.
3. Katie Tolles will work with Tim on establishing the list of steps needed for WRRRA members to receive a key to the CRF Boathouse.
4. Submissions for attendance to the Chris Chase Coaching Conference need to be determined.

Governance, Martha Rini:

1. Martha made a motion to amend the Code of Regulations, Article II, Part N, Conduct of Meetings of Directors and add Part O, Executive Sessions presented in the Proposed Revision to the WRRR Code of Regulations on 1-11-2024. Tim seconded the motion and it passed unanimously. See attached 1-11-2024 Attachment B.

Treasurer's Report, Kathy Whitford:

1. Three certificates of deposit were acquired through JP Morgan Chase and Company at a 4.75% interest rate.
2. Kathy reviewed upcoming expenses.
3. Barb Rauhe will assist with the 2024 budget planning process.
4. The 2023 end of year reports have not been finalized.
5. Kathy requested that the B.O.D. start formulating their 2024 budgets.
6. Kathy informed the B.O.D. that WRRR is recognized as tax exempt. She requested that the Ohio Department of Taxation Sales and Use Tax unit Exemption Certificate be used when making purchases for non-resale items for not-for-profit usage. See 1-11-2024 Attachment C.

Program Director's Report, Heidi Lamb:

1. The WIX contract for hosting the domain for the WRRR website ends in August 2024.
2. Heidi reviewed the status of the WRRR website.
3. WRRR will no longer use Constant Contact and Spond once the new website is published.
4. The Crossbar email usage and application have different functionalities.
5. Sharon made a motion to replace Boathouse Connect with Crossbar at \$69 per month plus fees. Kathy seconded the motion and it passed unanimously.

Veterans Report, Robin Murphy:

1. Robin reviewed the Rowing Applicant Evaluation Adaptive/Freedom Rows Program application. See 1-11-2024 Attachment D.
2. WRRR will begin using the application for members who want to participate in the Freedom Rows Program. Robin is working with Heidi to incorporate the application into Crossbar.
3. WRRR Veterans are entitled to free US Rowing membership.
4. Freedom Rows will pay for the WRRR Freedom Rows members to participate in the San Diego Classic.
5. Robin reported that Freedom Rows offers an adaptive rowing coach certification program.
6. Robin will develop a Google drive folder to hold Freedom Rows documents.
7. Robin will collaborate with Jen Forbes and Sue Tyler for US Rowing grants pertaining to Veteran's programming.

Volunteerism and Merchandising Report, Leah Livermore:

1. The Volunteer Information page was updated and emailed to Heidi.
2. There will be a Pan Am Master's Games volunteer meeting on January 18, 2024.
3. The Canalway Partners annual RiverSweep event will be held on May 4, 2024.
4. Leah is continuing to work with Cleveland Printwear for the "Freighter vs Rower" merchandise.

Corporate Rowing, Maria Coyne:

1. Maria will send a Doodle poll to those on her committee to determine a date for 2024 Corporate and Learn to Row planning.

Sweeps and Sculling, Monica Wagner:

1. Monica is working on the 2024 Learn to Scull program.
2. The possibility of Bob Gannon assisting with the sculling flip test was discussed.
3. Monica will be assisting Heidi with 2024 Sweeps programming.

Fleet Management, Chris Cole:

1. Chris will meet with Sharon for fleet management and safety onboarding.
2. The Fleet Management email address is to be determined.
3. Heidi will retain the Sweeps email address.
4. Chris will assist with SafeSport auditing.
5. There was a discussion for the procedure of tracking SafeSport compliance.

Equipment, Teresa Hooper:

1. Teresa reviewed equipment that needs to be ordered.
2. Teresa reviewed boat education goals for 2024.

Closing:

1. The next scheduled meeting is on February 15, 2024 at 6:00pm at the CRF Boathouse.
2. The meeting moved to Executive Session at 7:36pm.

Respectfully submitted by Leah Livermore, WRRRA Secretary, on February 1, 2024.