

## SLRC/BOD Meeting Minutes

April 22, 2018

An open meeting was called by the elected Board of Directors (BOD) of the St. Louis Rowing Club (SLRC). The meeting was held on April 22, 2018 at the SLRC facility in Creve Coeur, MO. The intent of this meeting was to discuss regular business of the SLRC with the meeting open to any members of the SLRC.

Attendees included BOD members: Patrick O'Neal, Carolyn Buselmeier, Laura Muhr, Kristi Heffernen, Roxanne Barr, Deb Small, Tom Albers, and John Guest.

The meeting was called to order by Mr. O'Neal and the minutes from the March 25, 2018 minutes were reviewed and considered.

A motion to approve those minutes was offered by Mr. O'Neal and seconded by Ms. Buselmeier. Members voted and unanimously approved the minutes.

### 1. Review of Events

Junior Cleaning Day: Ms. Muhr and Ms. Barr reviewed the event. Report was that event went great. Recommendation for next Junior Cleaning Day to encourage/require more participation and to make it more fun.

NO VOTE NEEDED

Cincinnati Regatta: Ms. Barr and Ms. Muhr provided a summary of junior program participation in regatta. Report included discussion of van issues (one van broke, no air conditioning on boys bus, and money stolen from girls van during regatta). Air conditioning was fixed on trip, money for van refunded by Enterprise. Board identified need for newer, easier-to-use food tents, new tent equipment. Review and consideration will be ongoing. Discussion held of poor management of regatta by Cincinnati club (bad time keeping and incorrect race information) and consideration of whether to return in the future. Head Coach Tim Franck to evaluate and make recommendation.

St. Louis Regatta: Ms. Barr and Ms. Muhr reported on 4/22 home regatta. Report that it went smoothly with no problems.

NO VOTE NEEDED

### 2. Functional Area Updates

Boats/Equipment: Mr. Albert provided updates on several issues:

- Minor repairs to wiring had been completed
- New lifts were being assembled and brought to Boathouse the following week
- Evaluation underway to determine how best to dispose of old lifts
- Water bottle filler installed in Boathouse

- Roof Leak. Board has communicated with Washington University in regards to this issue in order to pursue repairs. This will either be repaired by shared budget or joint payments.
- Expansion of pen. Request being prepared for submission to St. Louis County to expand boundary of Boathouse to accommodate Washington University Sailing Club. Amendment to lease underway, will involve negotiation with Washington University. Acknowledgment that contributions by Washington University would need to increase in shared account.
- General: Concerted effort underway to maintain and streamline the boat bay area. Awareness needed.

Safety: Ms. Small led discussion around the April 8, 2018 incident in which junior boys boat capsized. Ms. Small provided a summary of the incident and how it was managed. The appropriate procedures were followed including:

- life vest system
- bringing boys to boathouse for shower and recovery
- immediate notification of parents.

Identified need for:

- emergency kits (clothes, towels, Gatorade)
- emergency training / Red Cross for coaches
- safety certifications for coaches
- ensure foot release mechanisms are fully operational on all boats

Items to consider:

- Limit number of people in launches
- Judgment around bringing junior boats into difficult conditions
- Review safety manual and policy revisions

Junior Program. Ms. Muhr and Ms. Barr led a discussion of Junior Program Banquet scheduled for June 3, 2018. Due to size of event, moving from hotel tent into large ballroom (same price). Sign up genius for auction volunteers. Using new system for registration / automation of auction process.

Further discussion held around upcoming regattas. Organization and arrangements for Dogwood regatta on track. Discussion held around need to develop and follow uniform approach to background checks for volunteers moving forward. This should be captured in the regatta and volunteer policies. Ms. Barr and Ms. Muhr reviewed issues surrounding junior rowers who return with parents instead of on the van. Issues around poor communication and approval as well as food purchases and necessary tasks upon arrival to the Boathouse were discussed. The Board identified need for uniform policy on this issue.

Ms. Barr and Ms. Muhr explained that there was a need to identify new food coordinator and to simplify the food coordination process.

NO VOTE NEEDED

Finance: Ms. Buselmeier provided and reviewed current year budget information with the Board. Ms. Buselmeier shared with BOD the budget for next year. Next year's budget was based on 2017 and 2018 budget actuals, coaching costs, and projected expenses. Upon review, shortfalls discussed and need for fundraising emphasized. Discussion was held with Board around the prospect of a dues increase. A determination was made to hold a special meeting of the Board to discuss dues issue.

NO VOTE NEEDED

Communications: Ms. Heffernen led a review of communications program updates. An update on the communications committee was provided. Ms. Heffernen identified need for a communications committee liaison at future regattas in order to provide pictures, results. Ms. Heffernen also reviewed the need for community rowing clinics this year in order to meet SLRC commitment to St. Louis County. Ms. Heffernen to develop and share proposal for how to optimize SLRC approach to commitment.

NO VOTE NEEDED

Organization: Mr. O'Neill and Head Coach Tim Franck led a discussion of Open Positions with the club and status of efforts to fill those. Discussion held around Intermediate Coach opening and Mr. Franck stated that he would post the opening in appropriate venues. Board also discussed possible need for Learn to Row coach. Mr. Franck stated he had reached out to contact on this issue and would report back to Board.

NO VOTE NEEDED

Upcoming Events. Brief discussion held around participation in Chicago regatta. Mr. Franck reported that this was under consideration.

NO VOTE NEEDED

#### Open Q&A

This was an open meeting in which any member of the SLRC could attend. Members were provided the opportunity to ask questions. Question was posed around the membership policy and Board committed to review and finalize membership policy.

At 3:58 p.m., a motion to close the meeting was offered by Mr. O'Neal and seconded by Mr. Guest. Members voted unanimously to close the meeting.

