

SLRC/BOD Meeting Minutes

February 6, 2018

A regular meeting was called by the elected Board of Directors (BOD) of St. Louis Rowing Club (SLRC). The meeting was held on February 6, 2018 at the SLRC facility in Creve Coeur, MO. The intent of the meeting was to discuss regular business of the SLRC.

Attendees included BOD members: Patrick O'Neal, Carolyn Buselmeir, Laura Muhr, Kristi Heffernan, Roxanne Barr, Deb Small, Tom Albers, and John Guest. BOD member Steve Dedrickson was unable to attend.

The meeting was called to order by Patrick O'Neal and the minutes from 1/31/2017 special meeting were reviewed and considered.

A motion to approve was offered by John Guest and seconded by Patrick O'Neal. Members voted and unanimously approved the minutes.

1. A discussion was held regarding the Olympic Trophy. Patrick O'Neal shared an update on permitting Washington University to display trophy as part of Olympic celebration. Washington University signed an agreement for this loan and provided insurance for the appraised trophy.

No Vote Needed

2. A discussion was held regarding the purchase of new boat (lightweight King 8) for and by SLRC. The consideration of this purchase was initially completed by the IMT on 12/12/2017 and approved. The BOD reviewed that decision, considered the purchase terms, and held a vote on the proposed purchase.

A motion to approve was offered by John Guest and seconded by Patrick O'Neal. Members voted and unanimously approved the acquisition and purchase of new boat.

The BOD also discussed the general process for considering and approving large purchases. A determination was made that a policy on large purchases would be developed and executed.

3. A discussion was held regarding the character and use of the SLRC website, specifically, the availability of email addresses for the BOD within that domain. Kristi Heffernan led this discussion and shared that the current, official SLRC domain name was procured and remained under the name of a former SLRC official. As such, that individual remains the only person who can approve/manage changes to the site, including the addition and use of email addresses. Kristi is working to connect with this individual and secure a transfer of authority in order to coordinate changes to and use of site.

No Vote Needed

4. A discussion was held regarding several aspects of the Junior Program. The conversation was led by who is a member of the BOD, the Junior Program Coordinator on the BOD, a former IMT member, and parent of current Junior Program rower. BOD acknowledged the importance of the Junior Program to the SLRC and reviewed challenges and opportunities related to the maintenance of the ongoing program.

Roxanne shared that In previous years, much of the Junior Program management was led by individuals who shouldered the majority of responsibilities involved, especially the coordination of participation in the fall and spring regatta schedule. This pattern ended in the fall of 2017, when the individual involved left the role. Her departure has left many responsibilities that must be assumed in order for the Junior Program to be fully active moving forward.

The nature of regattas and the work involved (travel coordination, chaperone coordination, lodgings coordination, food coordination) was discussed at length. It was agreed upon that eliciting robust parent involvement would be required moving forward.

Several action items were agreed upon by the BOD:

- Targeted communication (email) would be developed and sent to Junior Program parents. Email would detail the needs of Program, especially as they relate to regatta schedule and clarify need for robust involvement from parents moving forward
- Junior Program Coordinators from BOD will develop a sign up resource to be sent out in conjunction with targeted communication
- Junior Program orientation event would be organized and held in order to introduce parents to Program and make them aware of regatta considerations and volunteer opportunities
- BOD would explore the possibility of identifying/hiring an individual to manage the myriad tasks involved in preparing for, traveling to, participating in, and returning safely from regattas
- BOD identified need to designate a Regatta Coordinator each Junior Program regatta in order to ensure tasks involved were delegated and overseen effectively
- Develop a resource (binder) for Regatta Coordinator to facilitate management and oversight of each regatta

No Vote Needed

5. A discussion was held regarding the 2018 Junior Program Banquet. This is an annual event in which the Junior Program celebrates its year and successes. This year's event will be chaired by Roxanne Barr and Molly Hunter. This year's event will be held on June 2nd. For the past several years, the event has been held at the Doubletree Hotel in Chesterfield, Missouri. The event chairs are considering the Doubletree again as well as hosting it at the SLRC Boathouse. The chairs will investigate both options and offer a proposal at the next BOD meeting.

No Vote Needed

6. A discussion was held regarding the appointment of required committees on the BOD. These committees will focus their work on targeted areas of SLRC operations and report regularly to the BOD. For each of the committees discussed, a BOD chairperson was identified and asked to develop a committee pursuant to the By-Laws. Each chairperson will present the proposed membership of his/her committee at the next BOD meeting.

- Finance (Carolyn)
- Fundraising (Steve)
- Safety and Maintenance (Deb and Tom)
- Communications (Kristi)
- Policies and Procedures (Patrick and John)

A motion to adjourn was offered by Patrick O'Neal at 9:20 p.m. and seconded by John Guest. BOD unanimously approved adjournment. The scheduling of next BOD meeting would be coordinated offline.