

SLRC Board of Directors Meeting August 28, 2019

The meeting was called to order by SLRC President, Steve Dedrickson, at 6:10pm.

Attendees: Steve Dedrickson, Kristy Heffernan, Deb Small, Roxanne Barr, Diana Rollins and Tim Franck

1. **Meeting Minutes:** Meeting minutes from last meeting (August 13, 2019) were discussed and the Board agreed that they needed additional detail before approval. Kristy volunteered to elaborate upon minutes and will redistribute for review.
2. **Electronic Votes:** BOD agreed to include any electronic votes held outside of meetings a part of the following BOD meeting for acceptance.
 - Coach Hires: Trish Milla (Varisty Boys Asst) and Charnsin Tulyasathian (Masters Int/Adv Sculling). BOD accepted.
 - BOD Members Appointed by SLRC President (Steve): Justin Ma (Communications) and Roxanne Barr (Jr. Program). BOD accepted.
3. **Open BOD Position:** BOD discussed open action regarding filling the remaining BOD position of Lieutenant. Ideally, the BOD will be seeking a Parent Member (to replace Stacy Wistuba who resigned).
4. **Code of Conduct Issues:** Steve shared that Code of Conduct issues, including reports of concern on website, will now be handled by Steve (vs. Safety) and then may be delegated on a case-by-case basis.
5. **Alumni Program:** Steve initiated discussion regarding concerns/issues with the Alumni Program, specifically, the lack of compliance with membership rules regarding equipment use. BOD agreed to maintain the Alumni Program as-is; however, better communicate membership rules before and upon graduation (and renewal). This includes a focus on use of boathouse/ergs and participation in coached rowing programs only, as this is the same as an adult membership. **Adult membership privileges do not include the use of sweep rowing and sculling "team boats" outside of formal practice.** For coaches programs, BOD agreed that Alumni should be steered towards Recreational Masters, Intermediates and Sculling practices (vs. Competitive Masters, as they would not be competing).
6. **Private Boat Bay:** Steve and Deb initiated discussion around the recent issues regarding Private Boat Bay members desire to use boathouse/locker rooms. BOD agreed to defer a decision on a special fee for use and incorporate into the open action regarding the

development of a Sculling Strategy. In the interim, all non-members should not be allowed access to Club equipment or facilities.

7. **Social Activities Committee:** Steve raised the need to assign a chairperson for the Social Activities Committee (reporting to the Secretary) and to activate the committee ASAP. The BOD agreed and identified a member to approach for the role. The BOD also proposed that the committee be comprised of both adults and juniors (e.g., Captains) and be focused on both club-wide activities and activities within the crews/squads. ACTION: Kristy took the action to get with the candidate identified.
8. **SLRC Truck Issues:** Steve initiated the discussion on behalf of SLRC Captain, Tom Albert regarding the Club truck and the recurring maintenance issues. The BOD agreed to continue pursuing the trade-in proposal and to look for a reliable used truck. Deb advised that Keith Small is willing to assist Tom in the evaluation.
9. **Launch Engines:** Tim raised a discussion around issues with three of the launch engines that are in need of repair before the Novice Junior tryouts begin. The BOD agreed to pursue the repairs and suggested that Tim gain assistance from Masters crews on Saturday after practice to load them in the truck. Note: Deb shared that the budget does include one new motor per year; however, this may be an issue with both the truck repairs and engine repairs.
10. **Financial Update:** Deb provided a Financial Update and advised that our Operating Income (factoring out regatta changes) was \$3.6K worse than budget for July. Adult renewals were lower than budget and \$14K lower than FY2019. Full year forecast is also worse than budget and impacted by truck repairs and flood. Negotiating with WashU on cost sharing of clean-up (estimate \$9K, but seeking relief due to contributions of volunteers in clean-up efforts). The BOD will be taking into consideration coaching time adjustments in winter, as we will be short on dues covering expenses.
11. **Additional 2019 Adult LTR:** Tim raised the idea about offering an additional adult LTR in 2019 with a focus on recruiting parents. The BOD supported the idea and would like to pursue an October LTR with a minimum of 10 people or no-go. Focus would be on providing one day during the week and two weekend days. ACTION: Tim took the action to identify a coach and, when identified, Kristy will work with Justin to communicate/promote. BOD agreed on \$165 fee for the LTR (based on prorated dues – October through December).
12. **Refund Request:** Deb presented the Junior LTR camp refund request that was elevated to the BOD due to special circumstances. The BOD approved pro-rated refund. Kristy motioned, Steve seconded... all were in favor.
13. **Coaches Contracts:** Kristy shared the status of coaches contracts which were just revised for consistency and alignment then sent out by Tim to coaches for signature.

Tim raised a question about who is responsible for storing coaching contracts and evidence of prerequisites. ACTION: Steve and Kristy will create/update Google Drive with coach files. Hardcopies of signed contracts to go to Steve for signature and Steve will sign, convert to PDF, send copy to the coach and save signed copy to Google Drive.

14. **BOD Off-Site:** Kristy discussed a proposal to hold a BOD Offsite to spend focused time on operational structure, strategy planning and priorities. BOD unanimously supported the proposal and agreed to pursue a Sunday (4-6 hours) this fall. ACTION: Kristy took the action to propose dates and agreed to facilitate.

15. **Look Ahead Calendar:** Kristy discussed the need for a look ahead calendar. The BOD discussed that Vicky had been working on one on Google Calendar and would like to see that completed. ACTION: The action was given to Vicky to send an e-mail out to BOD to capture key dates for inclusion on the calendar. ACTION: The action was also given to Vicky to propose dates for the Pumpkin Race and Fall Boathouse Cleaning day giving consideration to the regatta schedule. Examples of look ahead events are below.

- BOD Meetings
- Open Meeting (10/23)
- Regattas (Juniors and Masters)
- Pumpkin Race
- Parent Meeting (10/5)
- Novice Tryouts
- Sew Sporty Orders
- Patagonia Orders
- Regatta Deadlines (Plus Parents need to know)

16. **Member Survey:** Deb and Kristy provided an update on the Member Survey. BOD agreed with proceeding and the need to get it out and back before the BOD Off-site. BOD also agreed that it needs to be communicated regularly (not only by e-mail), but by coaches, etc. to enable the greatest participation. ACTION: Deb took the action to touch base with Trish on status and to work with Kristy and Justin to get it out.

17. **Team Management Software:** Diana shared that the Free-Trial with Team Unify is until beginning of September. BOD agreed to focus on if we can get Communications running as the priority; however, it must satisfy registration and payment requirements before committing. ACTION: Deb to further evaluate by end of next week. ACTION: Steve/Deb to see about an extension to free-trial. Ideally shoot to roll-out at October 5 parent meeting.

18. **Junior Meeting with Parents (varsity and novice):** Diana shared the plan to hold an all parent meeting at Chesterfield YMCA on October 5 (Saturday around 1pm). This incorporates Novice Orientation. Cost is \$325 for the space. BOD agreed to go ahead.

ACTION: Kristy to get with Ian Tobias (Y contact) to see if any discounts for Y members/employees is available.

19. **Weight Management Program:** Diana shared outcome of meeting last night. They recommended working with Victory Program speaker. He is willing to come speak with us for free at the October 5 meeting. Audience would be parents and coaches. BOD agreed with the use of the speaker; however, would like to review focus/talking points ahead of time (i.e., to parents, to kids).
20. **Volunteer Policy:** Diana and Roxanne shared that they had reviewed the proposed volunteer policy and will send to Deb for review. The proposal is 5 hours per rower (or parent) per season (or year?) with a \$250 buyout option. Concern was raised as to whether we have enough hours to offer for that many families. Roxanne and Diana to reassess and propose. Goal is to roll-out at October 5 meeting.
21. **Board Member Retention:** Diana shared that the proposed Off-Site should address her concerns.
22. **Frostbite Regatta:** Diana shared that this additional Junior regatta was added the same weekend as Head of the Hooch. One full bus to each event is the goal.
23. **Committee Charters:** Not covered. Kristy will facilitate via e-mail or add to next meeting agenda.

Deb motioned to adjourn at 8:05pm. Roxanne seconded. All were in favor.