

WJ Crew Board Meeting Minutes

July 25, 2014

Secretary: Barb Biesecker

Attendees: Stephen Pruitt (Chair), Alison Bouquet, Patty Porter, John Brown, Kjersti Lupo, Stuart Bassin, Coach Emma Green (ex officio), Eric Voit, and Coach Davis Bailes (ex officio) (by phone)

Agenda Topics:

ACTION ITEMS

Election of new Board members

Stephen Pruitt

Discussion: Stephen reported on support for nominating two people to replace Tiia Karlen as fundraising chair. Names suggested to Stephen were Grachel Humphries and Carlos Gonzalez. Stephen also proposed that current Board members continue next year.

Action: After some discussion, Eric Voit moved to elect the following slate:

Stephen Pruitt, Chair
Barbara Biesecker, Secretary
Patty Porter, Treasurer
Alison Bouquet
John Brown
Carlos Gonzalez

Kjersti Lupo
Eric Voit
Nimrod Shmul
Stuart Bassin
Grachel Humphries
Emma Green, ex officio

The motion was unanimously approved. A discussion followed in which it was decided to encourage the new board members to focus on fund raising activities, with support and assistance of other board members. Carlie Williams will continue to be involved with fund-raising, particularly the plant sale. Also, Lori Piccolo, who has experience in the field, is available to help with fund-raising, but not as a board member.

Fall 2014 Registration

Stephen Pruitt

Discussion: Adjustments are being made in the registration process to make it impossible to register a rower electronically without paying the registration fee. Where other arrangements are made through Stephen, it will be possible to override the software to register the rower. Stephen also reported that letters were mailed last week to people with outstanding balances from the spring. We are unsure of what response we will be receiving from these families.

Action: Registration materials will be made available during early August. All registration materials, including physicals, will be due the week before practice starts. We will have a board member present on first day of fall practice to ensure that unregistered students cannot get on the bus for practice. We will publicize these strict rules via email, through the registration process, and in person to make sure everyone knows the policy. A parent meeting will also be held that week for continuing families.

June Meeting Minutes

Action: Discussion and approval of June minutes differed due to Barb Biesecker's absence.

Treasurer's Report

Patty Porter

Discussion: Patty reported that we currently have about \$26,000 in cash on hand, although we have several large bills to pay during the coming weeks. The last payment on the loan we borrowed to purchase the Sykes shell will be made this fall. We still owe about \$28,000 on the Vespoli shell and will be paying off that loan over the next several years.

Action: The Board approved the treasurer's report.

Financial Report

Stuart Bassin

Discussion: Stu reported that he is following up on an application for a personal property tax exemption we filed with the State of Maryland last spring, but that no action has been taken yet. Discussion occurred on wrapping up our financials for the fiscal year ending July 31 as soon as possible. That is needed for both planning purposes and fund-raising purposes.

We discussed the need to set a registration fee for the fall. Last year, the fee for continuing rowers was \$675. We anticipate roughly an equal number of rowers for the fall as we registered last spring. The key cut-off is 60 rowers, which is the capacity of one bus. Novices paid a comparable amount which was divided between the learn-to-row fee and a smaller fall registration fee. We are considering adding a \$20/regatta charge to supply food on overnight out-of-town regattas. Other ideas under consideration include providing a discount on registration fees for families with multiple rowers and for rowers who recruit new rowers for the winter and spring seasons. Also, we want to ensure that we do not need to raise fees in the spring.

Action: Patty and Stu will work on putting together a proposal for fall fees based upon an analysis of the costs for last fall and will pass that through to the Board through Stephen.

Coaches Report

Discussion: We have four coaches returning, including Emma, Davis, Chris, Stephen. TJ may also be back, but that is not confirmed. Contracts are being prepared for the coaches. We will be creating a formal written Code of Conduct that Eric and Emma will be drafting and presenting to families and rowers. Emma is exploring getting a program to obtain baseline concussion testing for rowers. We believe that the school has a program and Emma will explore the issue with Sue Amos. We have eleven registrants for Learn to Row—several more than in prior years. The program will take place in early August.

Emma has prepared a tentative a fall schedule which will include regattas on the Occoquan, Schuykill, Camden, and Anacostia. An effort is being made to have more water practices, particularly for novices. A tentative schedule was distributed.

Recruiting will occur at the Freshman picnic on Aug. 20, back to school, and on Sept.13-15. Some discussion occurred on encouraging more girls to participate. We will also have a novice parent interest meeting early in the school year. A date needs to be set. Alison is in charge of these activities and is coordinating with Emma.

A request for funding will be made to Booster Club as soon as possible. Emma will identify regatta entry fees and get the information to Anne-Marie Cardoni.

We are planning to restructure the winter conditioning this year. The plan will be to begin in mid-November and take a break around the holiday season through exams, picking up again in later January. The aim is to avoid January burn-out and allow rowers to focus on exams.

We need to fix the whaler. Cost is estimated to be about \$500. We will need to acquire a new tracker sometime soon at a cost of about \$3000. We need to do maintenance on the Mercury motors, but will defer the work till it is needed.

Emma would like to appoint a safety officer to review the safety equipment. A board member will be recruited to supplement and later replace the incumbent, Les Biesecker.

Discussion of Old Business

Fundraising Update

All Present

Discussion: Fund-raising ideas were discussed. We may want to conduct special fund-raising for boats we qualify for the Head of the Charles regatta. An early car wash, which may be tied this to the Head of the Charles is likely. Kjersti is contacting Paul Whitehouse to arrange a date and logistics. We also learned about a potential fund-raising effort from the alumni group, possibly a yard sale in the fall.

Action: The Board accepted the fundraising report.

New Business

Honor Boat

Discussion: Discussion occurred about christening the "Honor Boat" and honoring another person by naming the second seat for them. A couple names were discussed. A specific motion will be presented next month.

Action: Deferred a motion until next month.

The meeting was adjourned by Stephen Pruitt at 8:45 PM.

Respectfully submitted by Barb Biesecker
Sept 11, 2014

A handwritten signature in black ink, appearing to read 'Barb Biesecker', written in a cursive style.

Next Meeting: Will be held October, 2014 at the Bieseckers: 5523 Oakmont Ave, Bethesda.