

# WJ Crew Board Meeting Minutes

## February 17, 2015

Secretary: Barb Biesecker

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Attendees: *Ad Hoc* Chair: Eric Voit, Stu Bassin, Barbara Biesecker, Alison Bouquet, Kjersti Lupo, Carlos Gonzalez, Patty Porter, Carlie Williams. Coach-Emma Green. Absent-JB Brown, Stephen Pruitt, Grachel Javellana and Coach Davis.

### ACTION ITEMS

#### January Meeting Minutes

Barb Biesecker

**Action:** January Minutes previously approved and up on website.

#### Treasurer's Report

Patty Porter

**Discussion:** Registrants coming in (21) some not yet paid. All have paid or made arrangements with Stephen Pruitt about payment to qualify to get on the water.

**Action:** Patty to complete a treasurer's report with assistance from others.

#### Financial Report

Patty Porter and Stu Bassin

**Discussion:** There is a need for us to finalize a financial report for the Board and to upload onto the website. We are required to provide an income tax return; a 990 form. Each year our revenues exceed our regular expenses but we are paying off debt service on boats and purchasing new equipment. It is true that our income exceeds the costs of our services. \$75,000-\$100,000 boats are owned by the Crew Team and this increases every year. We break even on cash flow. We are using funds to maintain and build the boat fleet. We need to generate a report outlining capitol expenses versus operational expenses. Carlie suggested we aim to achieve the fundraising fees go toward the capitol expenses and use the registrations toward the operating costs. The Vespoli rep who assessed the value of our boats arrived at a lesser value and saved us \$500 in insurance payments.

**Action:** To generate a financial report that can be placed on the WJ Crew website.

#### Updates on the Boat Fleet

Eric Voit

**Discussion:** Our target is to gain three more boats for the fleet using a combination of rentals and purchase. We have purchased a Sykes four that has arrived. We are discussing whether we need to add two eights and waiting to see the final spring registration number. We definitely need at least one more eight. We have not yet decided whether to purchase or rent. There is a NY team selling used boats we may consider. Emma has been looking at a lot of eights. We will also need to purchase new oars. They cost about \$350 apiece. We need boat covers that cost \$500. We need to cover some of the boats outside. We have more boats outside than we need and will be selling some.

**Action:** The Board authorized purchase or rental of another four with consideration of an additional eight contingent on the registration and

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## **Coaches report:**

## **Coach Emma**

**Discussion:** The first day of spring rowing is scheduled for Feb 23<sup>rd</sup> but it will look like a winter season extension at WJ. Boathouse prep is scheduled for Feb 28<sup>th</sup>. There will be an all team parent meeting March 3<sup>rd</sup> at WJ. Coach Emma returns from India early on Feb. 28<sup>th</sup> and will go directly to the boathouse. There will be no buses running until March 2<sup>nd</sup>. Les is reviewing the safety manual for Emma and she then plans to review it with the coaches and the team. The practice schedule will be the same as last year: M-T, Th-Fri, Sat (2/28) on water through March. M-T, Wed, Th-Fri, Sat on water, one day optional. Emma's checked into trucks to pull the boat trailer options, such as renting over time. Stephen is pricing it out but it is expensive.

**Action:** Carlie has located a truck that can pull our one ton trailer so she will check on its availability for regattas.

## **Old Business**

## **Fundraising report:**

## **Carlie Williams**

The auction is the largest fundraiser of the year. At this time we have \$16,000 worth of donated items. We need \$40-50 items to make room look nice. Need more restaurant gift certificates. Seven-ten families have gathered most of the items for the auction. The committee has the planning well in place with defined roles for volunteers. The plan is to publish the auction catalogue on-line. House rentals will include whatever dates they are available. Food and decoration planning are left to plan. Flyers are now being printed so they can be distributed around the community. They hope to approach micro-communities so are advertising in a way that makes it relevant to them. Engagement in the participation will help to bring them to the auction, even making food for the event. They are viewing it as a kick-off event for the spring season. They are hoping the raffle will bring in an additional \$10,000.

## **New Business**

## **US Rowing:**

## **Stu Bassin**

**Discussion:** Safesport handout comes with a suggested template. Stu reviewed it that and there are a number of topics that can be used to set policy for the team.

**Action:** Stu suggested we review it and adapt it to our Board and post it. Coach Emma, Stu and Barb will work on creating the policies base on the Safesport.

## **Alumni List:**

## **Carlie Williams**

Our existing alumni list is incomplete and Carlie and Diane will work on updating it. They are considering sponsoring to an event at the Boathouse pavilion with alumni and interested rowers.

## **Stotesbury Regatta Coordinator**

**Discussion:** We need a Stotesbury Regatta coordinator for May 2015. We have our hotel reserved but the details of the trip need to be planned. Barb Biesecker has offered to mentor the new coordinator

**Action:** Please let Barb Biesecker know if you are willing to coordinate Stotesbury.

Eric Voit adjourned the meeting at 8:50 PM.

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Respectfully submitted by Barb Biesecker  
March 17, 2015

**Next Meeting:** Will be held March 17, 2015 at  
the Bieseckers, 5523 Oakmont Ave, Bethesda

A handwritten signature in black ink, appearing to read 'Barb Biesecker', with a horizontal line extending to the right.