



**Capital City Rowing  
Board of Directors  
Meeting Minutes**

Date: May 8, 2018

Time Scheduled: 6:30 pm – 8:30 pm

Location: Smashburger

**Attendees**

**Board Members Present:**

**Carrie Stolp**

**Jennifer Portero**

**Cindy Hoogerheyde**

**Kathy Bartlett**

**Diana Oropallo**

**Gayle Carlton**

**Jennifer Womble**

**Jennie Bram**

**Board Members Absent:**

**Yvette Mignon**

**Michael Haire**

**Quorum Present (Yes/No):**

**Yes**

**Coaches Present:**

**JM Francis**

**Danny Shapiro**

**Brett Tillotson**

**Taylor Jones**

**Captains Present:**

**Laura Reeves**

**Mason Lea**

**Guests Present:**

**Traci Parker**

**Kristine Kissell**

**Dawn Jimenez**

**Stephanie Birtman**

**Stephen Birtman**

**Call to Order:**

**6:33 pm**

**Agenda Items**

- 1. Review of April meeting minutes: Correction: Add Yvette Mignon and Cindy Hoogerheyde to absent Board members. Motion made by Jennifer Womble to approve minutes as corrected, seconded by Diana Oropallo. Motion passed.**
  
- 2. Coaches Reports**
  - a. Brett Tillotson, Head Coach:** States went well, getting ready for Regionals.
  - b. Danny Shapiro, Men's Coach:** Entered different categories for States with hopes for people to find "their" race. Everyone felt good about their race. Taking V4+ to Regional's. V4+ is settling into that lineup. We'll be renting a shell from Sarasota.
  - c. JonMichael Francis, Women's Coach:** States went well, different breakdowns. It was very competitive, but everyone had the opportunity to race down the course. Hope all boats advance to A Finals at Regional's. Top 3 qualify for Nationals.
  
- 3. Captains' Comments**
  - a. Laura Reeves, Women's Captain:** All rowers were at peak for States. We had Novice initiation. Very excited for Regional's. Pleased and excited about the new captains. Have already reached out to schedule get together. Hoping to structure a foundation for them to build upon.
  - b. Mason Lea, Men's Captain:** All are excited for Regional's.
  
- 4. President's Report, Carrie Stolp:**
  - a. Collegiate Rowing Celebration** – Good job, girls and families liked it.
  - b. Coaches Search** – Ad is still running on Row2K and HandShake. Personnel Committee will be meeting soon and will report to Board after reviewing applicants.
  - c. Miscellaneous** – This summer a social/media contract will be constructed and added to attendance policy for the rowers that will express expectations and appropriate actions.
  
- 5. VP Admin Report, Diana Oropallo:**
  - a. LSBC Registration** – Carrie Stolp will be handling
  - b. Web/Social Media** – There is a need for a tech person to take on the web page and social media post. It does not need to be a Board member but someone proficient in the areas. Great opportunity to pull new parents into position.
  
- 6. VP Operations Report, Jennifer Portero:**
  - a.** Made it through the season! States went well everyone arrived on time for their races.

- b. **Regionals** – will be taking 24 kids in total. 2 passenger vans will be traveling down on Friday. Traci Parker will be driving the 4 kids that have AP exams on Friday, right after their exams. Will be staying in the same hotel.
- c. **Nationals** – will need to know right after Regional's who will be going to Nationals so that reservations can be made for travel and hotel.
- d. **VP of Operations** – this Board position will be split; according to our By-Laws the VP of Operations shall serve as chairman of the regatta committee, if created, and shall be responsible for the day to day regatta operations of the Corporation. **Carrie Stolp made a motion to accept Jennie Bram as chairman in charge of getting the hotels and transportation for each regatta and overseeing a Regatta Meal Coordinator. Seconded by Diana Oropallo. Motion passed.**

**7. Treasurer, Jennifer Womble:**

- a. We ended the season with 78 accounts. Current May bill includes banquet, regional's, chaperone hotel charge, apparel and USrowing membership. (if applicable)
- b. June 1 invoice will be posted with any outstanding charges.
- c. All credit cards please bring to June Board Meeting.
- d. VISA Sparks will be closed
- e. All receipts are due now!
- f. Transitioning new Treasurer; Lee Kissell (books close June 30)

**8. LSBC**

- a. Carrie Stolp handling website registration and lead
- b. T-shirt needed
- c. Goal of 30-32 rowers
- d. Typically makes a profit of \$7000+

**9. Committee Reports**

- a. **Banquet, Gayle Carlton:** All went well in spite of the video problems; feedback: great venue, plated meal a positive, have it there again.
- b. **Fundraising: no report**
- c. **Chaperone: no report**
- d. **Apparel, Cindy Hoogerheyde:** On line store has closed, trying to dwindle inventory down

Diana Oropallo made a motion to adjourn the meeting. Jennifer Portero seconded. Motion passed. Meeting adjourned at 7:42 pm.

Next meeting June 4, 2018 6:30 pm, place to be determined.