

**Capital City Rowing**

**Board of Directors**

**Meeting Minutes**

Date: November 6, 2017

Time Scheduled: 6:30 pm – 8:30 pm

Location: Jennifer Womble’s Office 1350 Market Street, 2nd Floor

**Attendees**

**Board Members Present:**

Jennifer Portero Angela Andrews

Gayle Carlton Carrie Stolp

Diana Oropalla Michael Haire

Cherish Jones Jennifer Womble

**Board Members Absent:**

Cindy Hoogerheyde Yvette Mignon

Dan Newman Jennie Bram

Kathy Bartlett Tracie Parker

KD Carson

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

Yes

**Coaches Present:**

Jon Michael Francis

Danny Shapiro

**Call to Order:**

6:32 pm

**Agenda Items**

1. **October Meeting Minutes**

Correction - #7. Should read Boo Oropallo

**Motion to approve minutes as corrected made by Jennifer Portero, seconded – Diana Oropallo**

1. **President’s Report – Carrie Stolp**
   * **Christmas Parade**

* We will be participating in the Festival of Lights Christmas Parade on 12/2 as well as having a tent supplying information and advertising for CCR.
* Carrie Stolp will be handling the tent. The tent will also host erg competitions and raffle items to spectators.
* Jennifer Womble is in charge of the float, will host 2-3 float building work days at her house, will have rowers walking along the float in the parade.
* The Portero’s will be pulling the float.

* + **Board Member Elections**
* Jennie Bram and Angela Andrews were elected to the board.

1. **Treasurer’s Report – Jennifer Womble**
   * **Budget**

* Fees - 100% payment participation, some payments made in advance
* Working on settlement of HOCR and HOSR accounts
* Received $47 per ticket adjustment for HOCR van drive back
* Charge card is paid in full
  + **Financial Policy**
* Meeting date rescheduled
  + **Team Photo**
* Friday November 11 at 1:00 pm, no school – Veteran’s Day holiday

1. **Coaches’ Report**
   * **Men’s team – Danny Shaperio**

* All races and transportation going well, all of the boats are making improvements. All are picking up speed, learning how to race and move a boat.
* Ace of Spades – “hairline hit” $200 estimate, not covered under warranty sent for repairs, Vespoli will assess everything and then send estimate for repairs
* Coaches Convention December 2, 2017 – registration due by November 9

All coaches wanting to attend, amount of Education budget will not cover the cost

* **Jennifer Womble moved that $2000 be given toward the expense of the coaches to attend the Convention, with the stipulation that the coach must return for the Spring season if not, must pay back their portion of the cost of the Convention. Diana Oropallo seconded, motion passed** 
  + **Women’s team – Jon Michael Francis**
* Everything is running smoothly, attendance is good, everyone seems to be enjoying the season
* 22 rowers and 2 coxswains
* Older girls are teaching the under ones
* Strong showing at all regattas, the focus now will be on the Novices and 2V making the team the fastest possible
  + **Middle School team – Danny Shaperio reporting**
* Scrimmage went well, everyone wanted to stay
* Saw a lot of support from parents

1. **Captain Reports**
   * **Men’s – Kessler Bartlett**

* results don’t mean you had a bad race
* Excited for Spring season, everyone on board to make is successful
* Holding boat dinners before every race
  + **Women’s – Boo Oropallo**
* For Share Nights – suggest writing on teachers’ white boards, announcing on school’s Morning news, handing out fliers at school (given fliers for such purpose)
* Asked for clarification on naming of boat – Carrie Stolp stated, “Kathy Bartlett will be sending a letter in November with a cutoff date soliciting donations. If amount is not given in required amount to name the boat, then the naming will be given back to the rowers.”
* There is a great feeling of wins but want to continue and not just 9 but more rowers metal

1. **VP of Operations’ Report – Jennifer Portero**
   * **Head of the Hooch**

* All went well, acknowledged rowers that stepped up to help
  + **Novice race – December 9 Fall Plant Invite**
* One bus needed and possibly a van
* Will try to bring as many rowers, will get an accurate number count in next 2 weeks

1. **VP of Administration – Diana Oropallo** 
   * **January/February Boston Butt Fundraiser dates – February 3**

* Chuck Stubbs has volunteered to be the Pit Master
* Cooking only 120, tickets will be created and given out
* Volunteers will be needed
* Reimbursement to Chuck Stubbs for supplies
  + **Share Night – Red Elephant November 9**
* In lieu of Fall Boston Butt Sale
* Both locations, lunch and dinner, dine in or pick up, 20% of CCR sales
* Flyers available
* Reaching out to other establishments for possible Share Nights, November 30? Panera
* Fall earned money as well as Share Nights will go toward the Scholarship Fund
* Spring Butt sale will goes to Equipment Fund
  + **Yearbook Ads**
* Jennifer Womble contacted all involved schools and will pay their invoice
* Page design will begin once we receive the team photos

1. **Committee Reports –** 
   * **Fundraising – Carrie Stolp reporting** 
     1. Campaign started, Kathy sending donation letter out
   * **Apparel – Jennifer Womble reporting**
     1. Uni order complete, 2 additional unis ordered

There will be a opportunity to order jackets from Boathouse in time for Christmas

**Personnel –** Didn’t meet this month

* + **Policy and Procedures** 
    1. Mike Haire has been asked to chair the committee
    2. Additional committee members are: Brett Tillotson, Dan Newman, Diana Oropallo, and Traci Parker
  + **Banquet – Gayle Carlton**
    1. May 6, 2018 University Center Club Champions Club - doors open 5:00, meal starts at 6:00
  + **Chaperone –** no report
  + **Public Relations**

Kristen Coyne’s article on CCR in *Tallahassee Family Magazine* available

**Concluding regular business and being no addition business presented to the board, a motion was made by Diana Oropallo to adjourn, seconded by Jennifer Portero. Motion carried.**

**Meeting adjourned at 7:32 pm**

**Next Meeting: December 4, 2017**