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

June 17, 2021

6:30 p.m.

St. Peter's Anglican Cathedral

Members Present: Trueby Bodiford, Jennifer Plumb, Mary Stafford, Mike Kaschak, Kim Nahoom

Members Present via Zoom: Lori Chorey, Jennifer Crews, Jamie Bellamy (member-at-large), Heather Conn (Executive Committee member-at-large)

Members Absent: Windy Taylor, Bobbie Hartley

Quorum Present? (Yes/No): Yes

Non-Members Present: Maureen Kaschak, Melanie Simmons, Susan Shelton, Shannon Novey, Greg Dodge, Sheri Dodge, Jeb Bodiford, Michael Moxom, Josh Baker, Ian Selover, Meredith Wiederspahn, Sam Bodiford, Gillian Dodge, Tracy Qu, Ruby Williams,

Non-Members Present via Zoom: Krista Cayer, Angela Walker

The meeting was called to order at 6:37pm.

**Agenda Items**

1. *Review and approve minutes from May 2021 meeting*.

Motion to approve by Mike Kaschak. Second by Jennifer Plumb Approved into the record by unanimous vote of the Board.

1. *Coaches’ Report*
	1. Josh Baker (women’s)- Nationals was great. It was tough sledding the last few weeks, but we made it. The team was positive and the term “potential” was used throughout the week. He has submitted his resignation and will work his remaining two weeks to ensure the team is set up for success and a smooth transition. His goal is to keep momentum moving forward from nationals into next season.
	2. Michael Moxom (men’s)-Nationals went well. The goal was to get experience and to see the competitiveness. The boys are ready to train and go again next year. Learn to Row and Long Skinny Boat Camps are all set and we’re still looking to sign more kids up.
2. *President’s Report (Trueby Bodiford)*
	1. Trueby reiterated the need for committee members (committees approved in the May board meeting and a SignUp Genius was emailed out). She will put out a sign-up sheet at the launch party.

**ACTION ITEM-Confirm the Finance Committee members as Mary Stafford (chair), Windy Taylor, Jeb Bodiford**

Motion by Jennifer Plumb. Second by Kim Nahoom. Approved unanimously by the board.

* 1. Trueby passed out list to board members, assigning them members. These board members will be the families’ main point of first contact and to allow families to feel more connected to members the board if needs or issues ever arise.
	2. Josh Baker submitted his resignation to the Executive Committee on June 15th; his last working day will be June 29th. He took an opportunity in Tennessee and will be leaving for that. Trueby reached out to Brett Tillotson and he agreed to assist in the search for a replacement coach. Michael Moxom has expressed interest in the head coach position but would like to remain men’s coach as well. Executive Committee, along with Brett, will place ads on Row2K and other places to find a coach before the 2021-2022 season begins. Matthew Taylor will be leaving at summer’s end to go to law school in New York. Julia is also leaving. Norah has expressed interest in returning. Lauren’s status is up in the air pending her finding a job. We’ve not heard from Danny about his return yet. The goal is for all coaching positions to be filled prior to the start of the 2021-2022 season.
1. *VP Admin Report (Lori Chorey)-* 35 kids are currently signed up for camps. She is working to get all A/R caught up by the end of the fiscal year. Nationals was a good experience and she was very proud of how the kids performed on and off the race course.
2. *VP Operations Report (Jennifer Plumb)-* Covid cases are down to five (5) cases per 100,000 people. The vaccine rate in Leon County is at 39%. There were no Covid implications after nationals. There will be no more reporting on Covid statistics unless we start to see an increase in cases. Out of the 35 kids signed up for camp, 19 have signed up in the last seven days, so there is momentum building for summer camps.
3. *Treasurer’s Report (Mary Stafford)*
	1. As of May 31, there is around a$35,000 budget surplus. Expenses are still coming in for June, but there is an anticipated $30,000 surplus. $8,000 of that is camp dues which we have yet to have any expenses for. Those expenses occur next fiscal year in July and August, so it’s difficult to count that as current year surplus. It’s just the way the fiscal year calendar works at CCR.
	2. The Financial Committee got quotes to move the Payroll from FrankCrum Insurance. Currently, payroll costs are $240 per month and Workers’ Comp insurance through FrankCrum is $7,800 per year. The committee is giving FrankCrum notice of termination and moving to ADP for payroll as well as CCI Insurance. This should save CCR around almost $7,000 annually. This savings is already reflected in the proposed budget. We have to give FrankCrum a 45 day notice to cancel before the anniversary date, which is August 29. We will switch at that point.
	3. Mary, with assistance from Jeb Bodiford, presented the proposed budget (attached). There are three iterations of the budget. The number of regattas CCR goes to in 21-22 will be directly related to the number of rowers signed up. Much discussion was had. Some things discussed were:
		1. Starting with 40 rowers in case we don’t meet the 60 minimum.
		2. Lowering monthly dues so rowing is more accessible to all.
		3. ability to accept payments via Venmo or ACH to cut down on Credit Card Costs; possibly charging for Credit Card Fees
		4. Allowing 12-month payment plans as well as discounts for annual or semi-annual payments.
		5. Rowers getting sponsors for paying their dues.
		6. Getting sponsors to increase coach pay.
		7. Incentivizing coaches to recruit through pay increases for more rowers.
		8. Getting a comprehensive list of repair items needed.

The Finance Committee worked diligently, acquiring data from budgets as far back as 2015 to compile data to help focus this budget. Trueby mentioned that there’s no reason that the budget can’t be amended throughout the year if the need arises.

**ACTION ITEM: ACCEPT THE 2021-2022 BUDGET AS PRESENTED**

Motion by Jennifer Plumb. Second by Trueby Bodiford. The motion was approved unanimously by the board.

1. *New Business- no new business was brought to the Board.*

Motion to adjourn was made by Mary Stafford and seconded by Trueby Bodiford. Meeting adjourned at 8:09pm