



## Capital City Rowing Board of Directors Meeting Minutes

Date: September 12, 2016

Time Scheduled: 6:30 p.m. to 8:30 p.m.

Location: El Jalisco Restaurant

### Attendees

Board Members Present:

- |                      |                       |
|----------------------|-----------------------|
| 1. Carrie Stolp      | 7. John Ricciardi     |
| 2. Michelle MacVicar | 8. Jenn Womble        |
| 3. Jennifer Myers    | 9. Ann Wong           |
| 4. Kathy Bartlett    | 10. Ann Shockley      |
| 5. KD Carson         | 11. Cindy Hoogerheyde |
| 6. Deborah Seymore   | 12. Greg Garrett      |

Board Members Absent:

1. Michael Haire

Quorum Present? (Yes/No): Yes

Coaches Present:

1. Brett Tillotson
2. Danny Gwynn-Shapiro
3. Taylor Jones
4. Jonmichael Francis

Guests in attendance – Jennifer Portero and Dan Newman

Call to Order: 6:35 p.m.

### **Agenda Items**

1. Review of minutes from July and August.
  - Move to approve minutes – Jenn Myers; Seconded by Jenn Womble.
  - **Board approves minutes from board meeting in July.**
  - Move to approve minutes – Jenn Womble; Seconded by KD Carson.
  - **Board approves minutes from board meeting in August.**
2. 2<sup>nd</sup> Class of Board Member
  - \$50 per month to be a board member or any member at large; alumni

- Member to receive a magnet or sticker
- May have annual alumni event
- May be limited on what is offered for member
- \$50 per month or \$600 per year
  - Motion to approve – Jenn Myers; seconded by Jenn Womble
  - **Approved by Board**
  - Email to all alumni to be sent – one in the Fall and one in the Spring
  - Funds received to be allocated for equipment
    - Motion to approve – Ann Wong; seconded by Jenn Myers
    - **Approved by Board**
- Nominating Committee
  - Brett Tillotson
  - Allison
  - Michelle MacVicar

### 3. Treasurer's Report

- \$31K in operating account
- \$30K in money market account
  - \$19K equipment
  - \$11K Scholarship
- PayPal has been successful
  - \$9,800 through PayPal
  - 2.3% fees
  - Issues with cards being declined. Still working on issues.
- Needs to know when scholarship committee will meet; scholarships are being awarded
  - Two scholarship requests so far
  - Four have asked for paperwork
  - \$11K in scholarship fund
  - Motion to bump up monthly scholarship fund amount to \$125 – Ann Wong; seconded by Carrie Stolp. **Approved by Board.**
- \$32K in High School and Middle School registrations
- \$3,500 still unpaid from last year
- Overall – starting out pretty good

### 4. VP Administrations Report

- 33 Men
- 36 Women
- 23 Middle School (9 girls and 14 boys)
- Registration is going well
  - Slow at first
  - Will be much smoother next year
- One middle school student is not to be in team photos – parent has opted out.
- Annual Physical
  - Still required
  - Covered under insurance if issue with physical
  - New policy – required before first regatta; may consider exception for extenuating circumstances.

- Have always been lenient in the past
- Not rescheduling open house
  - \$50 rental is still unused at the lake
  - May meet at 10/29 event to explain things to come (novices)
- Boston Butts
  - Need to send out email
  - Everything is done online
  - \$35 – no increase

#### 5. VP Operations Report

- Plans for First Coast are done.
- Plans for Hooch are done.
  - Mandatory 2-night stay
- Event with Plant on 12/10
  - Bids are out for buses
  - ACT is on this day
- Bids are out for Spring races
  - May use one bus and one van
- Annett buses are much nicer
- Event in Peachtree City (a new event) and Winter Park may not require an overnight stay.
- Head of the Charles
  - Men and women are going
  - Rooms are secured for men and women
  - \$294 for hotel rooms (per room with four athletes in each room)
  - Delta is holding seats for a 5:45 a.m. flight at \$420 per person
  - Total fees will be approximately \$1K per athlete
- New equipment for next year
  - A new flag is needed
    - Will get bids on different flags
  - A new tarp is needed (\$25)
  - Considering a “show rack” to hold water bottles. Will have labels.
  - Consider new fans for erg room
    - Fans are \$2K to \$4K for a portable fan
      - a. No permanent installation
      - b. Fans are turned on around 2 p.m. so the room is as fully cooled as it can get when the rowers arrive.
      - c. Big industrial fans could work but are expensive.
      - d. Brett’s choice is to spend the money elsewhere – he’d rather have a new boat than the fans.

#### 6. Coaches Report

- Men’s team - Danny Gwynn-Shapiro
  - Going well
  - 22 guys; 2 coxswains
  - Large group of juniors and seniors this year
  - A lot of guys kept in shape over the summer; pleased with returning fitness

- Water practice is going well
- Mini-camp for ergs went fairly well.
- Women's team – Jonmichael Francis
  - 24 girls with 2 coxswains
  - 9 novices
  - Four 8's to start the year; goal is five 8's.
  - Girls kept up fitness
  - Successfully falling back into strokes again
  - Women are excited about Boston especially the seniors since this is their final year.
- Middle School – Taylor Jones
  - Good turnout for open house
  - Mapping out the program now.
  - Ris and Mary Grace doing well and are excited for the year
  - 30 is the cap for middle schools this year. Currently have 14 boys and 9 girls.
- Summer Training – Danny Gwynn-Shapiro
  - Titus was great.
  - Long Skinny Boat Camp – average 20 in a.m. of new rowers; intermediate – 10 to 15 per week (middle schoolers)
  - Mini-camp was a success
  - Summer was good – we made some money.
- Safe Sport Training – Brett Tillotson
  - Recommended completion by next board meeting
  - Send confirmations to Board president
  - Chaperones to complete training as well as all members of the Board
  - Anyone can complete the training – parents, etc.
  - All coaches have completed the training.
- Brett Tillotson
  - NFSRA meeting
    - Proposed more defined middle school program – discussion has begun
    - Next meeting is 2/26/17
  - Fall 2017 – World Rowing Championships will be in Bradenton, FL.
    - They want to partner with us.
    - Participation in event.
  - Remind App – everyone to download
    - A great resource to use to communicate with rowers and families
  - Titus
    - 25 to 30 rowers
    - Wants to continue to partner with CCR
    - Strength training at Forest Meadows
  - Not sure where Regionals are going to be this year.
    - 2K race with 7 lanes – decision is pending

## 7. Committee Report

- Bylaws
  - Motion to approve Bylaws as amended in August – Jenn Womble; John Ricciardi seconded. **Approved by Board.**

- Tech Committee
  - Suggestions for online process is requested
  - Give Darrel administrative access as well as coaches, president and secretary
  - Add Bylaws once updated
  - Suggested to add "select all" feature for media forms

Motion to adjourn Board meeting – John Ricciardi moved and Greg Garrett seconded.

**Meeting adjourned.**