

Bainbridge Island Rowing  
Board of Directors Meeting Minutes  
06/23/21, 7:00 PM



Location: SPRC Multi-purpose Room

**Board Members**

**Present:** Jennifer Ames-Karreman, Celia Clark, Julia Czesla, Melanie Edenholm, Sue Entress, Brandon Fleet, John Foy, Rob Hershberg, Kris Kutchera, Anthony Oddo, Tim Verharen, Faith Watson, Luke Watson, Beth Wheeler

**Absent:** Jill Bamburg, Grant Dull, Kurt Frost

**Quorum: Yes (14/17)**

**Others Present:** Bruce Beall

**Proceedings**

Meeting was called to order at 7:02 PM PST by President, Kris Kutchera

**Welcome and Introductions**

**Agenda**

- **MOTION** by Sue Entress to approve June 23, 2021 Agenda. Seconded by Melanie Edenholm, all approved.

**Minutes**

- **MOTION** by Faith Watson to approve the May 26, 2021 Board Meeting Minutes. Seconded by Celia Clark, all approved.

**Month in Review**

- Wrapped up Spring Season and 8 juniors (3 boats) went to Nationals!
- Ahead of budget due to better-than-expected participation in programs and PPP 2.0.
- We were awarded a Bainbridge Community Foundation grant of \$10K to help build back our membership!
- Our adult numbers are just over pre-COVID levels and there's a huge interest in this summer's LTR program. Novice sessions are being offered as a pathway for retention from LTR to other programs.

- 71 junior rowers are enrolled in the summer programs. This is 14 more than budget but 29 fewer than next year's plan so recruitment and retention for summer and fall programs continue to be a focus.
- Most BIR adults and older juniors are vaccinated. Washington State expects to reopen fully 7/1, and we have a proposal to move to a single mask usage standard for adults and juniors.
- Coach staffing plan for summer programs is almost complete. Utilizing alumni coaches plus a new senior level coach, Redge Campbell.
- Planning is in full swing for 20<sup>th</sup> Anniversary Summer Celebration & Alumni Row (July 31), and Dream Big (Sept 18) at the boathouse. We'll need quite a few volunteers to make these events a success.
- Have a design proposal for east-side deck and stairs to increase boathouse capacity and improve traffic flow for events. We will discuss the approach to build it in a modular fashion based on available labor and funding.
- Administrator Tracy Sublett's last day is Monday; interviewed one applicant on Tuesday.
- The Board is meeting in the boathouse for the first time – woohoo!!
- A big thank you to all of you, our coaches and volunteers, who are making all of these things happen!

### **Youth Nationals**

- Bruce Beall reviewed BIR's participation in Youth Nationals this year. Among the eight rowers, one was a senior; remaining seven will likely row with BIR in September. Their experience of rowing at Nationals brings motivation to the whole team to work towards that level of competition. If BIR had not elected to send any rowers, the Juniors program would be without any Nationals experience among rowers this fall. Bruce's adage to the rowers was to "bring the rest of the team along."
- Overall, all three boats put in strong performances and should be pleased with their races and the experience of racing at that level.
- Difficult to gauge how much was lost in training time due to variations, from state to state, in COVID restrictions. BHS' shift in schedule also meant a full 45 minutes less practice per day. Bruce noted further that BIR is competing with clubs drawing from large metropolitan areas with numerous schools. Critical that BIR is strategic about how we compete at that level; the U17 category provided an ideal opportunity.
- US Rowing recognizes the disparity among the populations from which clubs draw; there is some discussion in the NW of organizing a Scholastic Regatta, that is a regatta including clubs drawing from single schools such as Seattle Prep, Lakeside, Brentwood and St. George's Academy.
- Lightweight category seems to be included in the planning for next year, which is a consistently strong category for BIR.

## **Financials**

- Melanie Edenholtm highlighted income overages at this point in the calendar year; primarily due to higher participation by Masters and PPP loans. Forgiveness application for second PPP loan will be submitted on 7/2.
- Member lenders agreed to an extension to December 31st, 2021.
- Boat storage agreements are trickling in.
- Will have recommendations re: completion date on SE deck.
- Melanie is working on coordinating Quickbooks with Penni (BIR bookkeeper).

## **Dream Big - Sept 18th**

- Julia Czieszla reviewed current plans for BIR's annual Dream Big auction. Musical group Moon Candy will be entertainment. Food trucks/catering in the planning stages. Bainbridge Brewery and other local alcohol providers are being scheduled. Working with BIPD on fencing and the closure of Brien Drive. Currently 17 volunteers.
- In communication with Arshay Cooper's agent. A typical auction keynote does not seem a good fit for an outdoor event this year; Julia is brainstorming the best way to maximize his impact on the rowing community. Possibly include outreach with a small event the evening before; events with Juniors. Generally aiming for more intimate functions than the auction itself.

## **Summer Celebration - July 28th**

- Sue Entress has created visually-striking graphics for the event. Working on various informational and interactive displays, including "Anatomy of a boat." Have scheduled the Alumni Row for the morning of July 28th.

## **Development**

- Jennifer Ames-Karreman reviewed the awarding to BIR by Bainbridge Community Foundation of a \$10,000 grant. Julia was instrumental in completing the grant. It will help fund both adult & junior novice programs in this post-Covid year. The Junior program in particular needs to be built back to pre-Covid levels. Flexibility by BCF in the award is very helpful in devising the best way to accomplish this goal. Also includes funding for administrative work, related to the two large development events scheduled for this year, and helping to craft a communications plan to leverage Sue's vision. The grant award is indicative of BCF's trust in BIR to execute, based on past grant performance.

## Operations

- John Foy reviewed a proposal for relaxing COVID guidance for Juniors, based on the high vaccination rates among the rowers enrolled in the Junior program.
- This guidance will, as always, continue to rely on the latest findings in terms of COVID variants, etc. and would be revised to reflect changes in the public health landscape as needed.
- COVID protocols will continue as follows: asking the daily travel and health questions; disinfecting the ergs and oar handles; social distancing and masking for the unvaccinated.
- Vaccine attestations are now part of the Adult registration process, along with permission to share this information with coaches.
- An additional jotform will be going out to Junior families, who have already registered, for vaccination status attestations; again, accompanied with permission to share this information with coaches.
- iCrew will feature a flag indicating vaccination status, visible to coaches, for boat lineups.
- **MOTION** to approve relaxed COVID guidance for junior rowers by Kris Kutchera. Seconded by Beth Wheeler, all approved.

## Construction @ SE Deck

- There is member interest in funding and providing labor to complete some portion of the remaining features of the boathouse. The Executive Committee opted to focus on building the SE deck of the boathouse, with steps down to the park, thereby increasing occupancy with additional emergency exits in time for various summer/fall events. Thirty feet of decking with stairs, essentially from double doors to double doors, off the multipurpose room, would achieve increased occupancy.
- COBI determined that signage would function for emergency exit information, and that panic hardware would not be needed on a SE door, realizing a significant cost savings for BIR.
- Rob Smallwood and Jim Cutler have been working on details, pricing and materials lists for Phase I (30' of decking at SE doors). Rob prefers a small, skilled team for framing. Proposed deck is 6'-3" wide. Current double doors open to 90 degrees; a change in closer hardware could extend those to a full 180 degree opening and thus expand clear deck space.
- The design will be intended to mesh seamlessly with the next phase, so each phase can be completed independently. Jim Cutler has designed what he believes will be a stronger concrete structure than first proposed for this purpose, at an increased cost of approximately 10%. The cost of Phase I, approximately \$12-14K, is covered by funds

currently in hand. The process of building Phase I will provide insight into planning and building Phase II.

- Concerns were expressed about diminishing Dream Big donations with a request for donations towards Phase II of the deck. Dream Big proceeds are currently earmarked for repayment to member lenders. Phase II is unlikely to be completed in time for Dream Big. Member lenders were originally promised repayment in 12 months; note is currently at 21 months. Further, debt in the balance sheet is a common question when applying for grants.
- Additional conversations taking place with Mark Epstein, Deputy City Manager, about deck and handrail. Handrail, a code requirement, extends into the park at the handrail height only. Stairs culminate in pavers at park level; pavers are inside the leaseline.
- Concrete stem wall would be completed only for Phase I needs; a second pour would be needed for Phase II. Rob did not see this as a problem.
- ADA access remains through the front door of the boathouse at Brien Drive.
- Discussion about continuing amphitheatre seating in front of the kitchen, or assume tables and chairs might be appropriate. To be part of kitchen planning, and with input from local caterers and regatta kitchen volunteers.
- **MOTION** by Rob Hershberg to approve completion of Phase I at the SE Deck in sufficient time for Dream Big on Sept 18th at a cost of \$12-14K. Seconded by Julia Czesla. 13 in favor, 1 opposed.
- **MOTION** by Kris Kutchera to confer with member lenders on whether to proceed with completion of Phase II, if feasible based on completion process for Phase I, at a cost of \$14-20K. Seconded by Anthony Oddo, all approved.

### **July & August Board Meetings**

- Sufficient board members will attend the July and August meetings that quorum will be possible.
- Anthony Oddo will take minutes at both meetings in Beth Wheeler's absence. Kris Kutchera will put together the Consolidated Reports prior to both meetings.

**MOTION** by Anthony Oddo to Adjourn. Seconded by Jennifer Ames-Karreman, all approved. Meeting adjourned at 8:55 PM PST.

Minutes submitted by Secretary, Beth Wheeler