

Bainbridge Island Rowing Board of Directors Meeting Minutes 10/28/2020, 7:00 PM



Location: Video Conference

Board Members

Present: Jennifer Ames-Karreman, Jill Bamburg, Celia Clark, Julia Czesla, Tim Dore, Grant Dull, Sue Entress, John Foy, Kurt Frost, Rob Hershberg, Kris Kutchera, Anthony Oddo, Sommer Vincent, Faith Watson

Absent: Rob Bloom, Kayla Musser

Quorum: Yes (14/16)

Others present: Bruce Beall

Proceedings

Meeting was called to order at 7:03 PM by President, Sue Entress.

Agenda

- **MOTION** by Kris Kutchera to approve the revised agenda. Seconded by Celia Clark, all approved.

Minutes

- **MOTION** by Grant Dull to approve the September 23, 2020 Board Meeting Minutes. Seconded by Celia Clark, all approved.

Juniors

- Sue Entress provided an update from Kayla Musser on the juniors.
- Juniors are appreciating the opportunity to row in singles.

Director of Rowing - Fall Rowing

- Bruce Beall provided an update on juniors rowing.
- Scrimmage with OAR was cancelled due to increasing COVID cases but the coaches are pulling together some fun competitive opportunities.
- Working on final season high tide head race for juniors and masters on Oct 30. Jennifer Ames-Karreman offered to organize socially distanced cheering sections at the head of bay.
- Practices extended into next week due to smoke earlier in the season. Darkness with the change to standard time is presenting challenges.
- Working on Temporary Certificate of Occupancy for the upper level of the boathouse to enable some semblance of normal winter training. Important for keeping numbers of rowers up and positioning for spring programs.
- Inviting major donors to tour the boathouse.

- Winter junior training begins November 16. Masters winter training start date TBD.

Masters

- Celia Clark provided an update on the masters program.
- Fall rowing wrapping up this week.
- Coordinators provided input to the BIR Strategic Plan last week at the last coordinators meeting of the year.
- Waiting for information and costs for winter masters training. Celia or coaches can disseminate the information.

Development

- Julia Czesla is leading the BIR effort for One Call for All (OCFA). For every \$20+ donation designated for BIR, we receive one share from the community fund. Spread the word!
- Jennifer Ames-Karreman provided an update on Dream Big and upcoming community grants.
- 2020 Dream Big raised over \$104K and counting.
- From Rob Bloom: Dream Big truly was a team effort. Everyone who had roles were diligent on following through. Heavy lifting at the very end by John Foy, Tracy Sublett, Meloni Courtway, and Sue Entress. Jennifer has amazing leadership and thoughtfulness in her vision and getting things done. She was a great partner and her dedication to the club is inspirational.
- Working on the 2021 Development Plan, dovetailing with the strategic planning effort. Applying for a Bainbridge Community Fund capacity building grant to partially fund a professional fundraising analysis.
- Shared insights from Bainbridge Community Foundation workshops on fundraising during a crisis. With the COVID pandemic, most gifts were initially directed toward health and human services, then to political campaigns. Dream Big event timing was between these two phases of giving. Giving grows every year, even during a recession.
- Our immediate focus is on retaining funders and donors closest to us. Supporter newsletter is drafted and will be sent out soon, followed by meetings with individual donors.
- \$1.2M needed to complete the upper level of the Rowing Center, which will provide earned income to help offset ongoing costs.

Financials

- Treasurer Kurt Frost reviewed the 2019 Annual report (Form 990) and provided an update on the financials and the 5-Year budget forecast.
- Moving from PayPal to Pay Simple for payments. Much easier, lower cost, improved accuracy.
- 5-Year Strategic Financial Plan conservatively assumes COVID operating conditions through 2021 and rowing center completion in 2024.

- Plan to provide update to members who provided loans for latest phase of the rowing center. Coaches extended their immense gratitude to these lenders as well as the lenders for the initial phase.

Strategic Planning

- Jill Bamburg provided an update on strategic planning.
- Synced plan with budget forecast.
- Sharing first draft with affinity groups for feedback (junior parents, master rowers, junior rowers, administrators, coaches).
- Considering ideas for generating revenue sooner than 2024 rowing center rentals.

Rowing Center

- Initial plan for winter training in lower level of the rowing center, is not feasible with COVID requirements. Sue Entress asked John Foy to lead effort to obtain a temporary certificate of occupancy (TCO) to enable socially distanced workouts in upper level of the rowing center. Also reserved Woodward covered basketball court and track to accommodate juniors numbers. Winter training is normally covered in annual rowing fees but will be charged separately this year because annual rowing fees were refunded due to COVID.
- John Foy provided an overview of the plan for obtaining the TCO.
- Evaluating feasibility of obtaining TCO at a cost we can afford, using internal volunteers as much as possible.
- Working with a mechanical engineer to satisfy additional COVID requirements for both levels of the rowing center including occupancy numbers, spacing and ventilation.
- Tim Dore raised concern about fall hazard with missing stairs, which must be addressed.
- Balancing two issues: 1) Can this space be made safe; and 2) Is it financially responsible to run programs during COVID?
- **MOTION** by Grant Dull to approve expenditures up to \$5,000 to support the application to COBI for a Temporary Certificate of Occupancy (TCO) and safety enhancements for the upper level. Seconded by Jennifer, all approved except Tim Dore.

Meeting adjourned without executive session at 9:15 PM.

**Next Meeting: Wednesday, November 18, Video conference
Wednesday, December 9 if needed**

Board Reports will be due October 25.

Minutes submitted by Secretary, Kris Kutchera