

Bainbridge Island Rowing  
Board of Directors Meeting Minutes  
02/23/2022, 7:15 PM



Location: Videoconference

**Board Members**

**Present:** Jennifer Ames-Karreman, Jill Bamburg, Julia Czesla, Celia Clark, Melanie Edenholtm, Sue Entress, John Foy, Kurt Frost, Kris Kutchera, Tim Verharen, Luke Watson, Beth Wheeler

**Absent:** Grant Dull, Brandon Fleet

**Quorum: Yes (12/14)**

**Others Present:** Bruce Beall, Laura Bottger, Lindsay Browning, Wendy Dymoke, Mirèn First, Beth Keegan.

**Proceedings**

Meeting was called to order at 7:16 PM PST by President, Kris Kutchera

**Welcome and Introductions**

**Agenda**

- **MOTION** by Sue Entress to approve February 23, 2022 Agenda. Seconded by Jennifer Ames-Karreman, all approve.

**Minutes**

- **MOTION** by Celia Clark to approve the January 26, 2022 Board Meeting Minutes. Seconded by Jill Bamburg, all approve.

**Month in Review**

- Spring Season is upon us, with Juniors starting two weeks ago and Adults starting on Saturday. We have 98 juniors so far!
- Parent Leadership Team and Team Parent roles have been filled for the season. Thanks to Beth, Tim, Andrew, Lindsay and Miren for volunteering in these roles!
- Boat maintenance work parties are taking place and we now have 33 functional ergs.

- Jennifer and the Development Committee are fleshing out details for the Public Campaign. They will ask for your input tonight on a tagline. They have also engaged Anna Carson to manage social media for the campaign.
- Construction is underway on the east-side deck and west-side stairs with anticipated completion by the end of March.
- Thanks to member loans, we are in great shape financially to complete the rowing center.
- Beth Wheeler and the Design Committee have turned over the refined program requirements for the upper level of the rowing center to architect Cutler Anderson, who will be making revisions to the layout.
- John Foy and Kris Kutchera are meeting with prospective general contractors for the final phase of construction. Cutler Anderson is helping with the request for proposal, which we expect to send out next week. We will ask for your approval of our recommendation for our owner's representative tonight.
- Jill and the SafeSport Task Force have drafted a proposal for a SafeSport Coordinator role and they will ask for your approval tonight.
- SafeSport training is planned for Juniors next week. The team is sorting out a variety of technical issues with training related to training.
- John Foy and Kris Kutchera are in the final stages of testing our Remind communications platform for SafeSport-compliant text communications between Juniors and coaches.
- John Foy has worked to improve the BIR Participant Waiver and Float Test to make them easier for our members. He will ask for your approval of the Waiver tonight.
- In preparation for the Annual Meeting of Members on March 9, we'll ask for final input to the BIR mission statement in the Bylaws.
- Thank you to all of you on the Board and everyone else who is helping to make this all happen!

### **Bainbridge Prepares**

- Scott James of Bainbridge Prepares outlined a proposal for designating the SPLRC a community crisis hub for emergency services in the case of a natural disaster. Expectation would be for the boathouse to be used by Bainbridge Prepares to offer information, first aid, temporary shelter and other emergency needs for those in the Winslow area. BIR could also provide volunteers, but not an obligation. Storage of gear would be appreciated; currently stored at City Hall. Generator not required but Bainbridge Prepares could help with grants to obtain one.
- **MOTION** by Sue Entress requesting that BIR sign a Memorandum of Understanding with COBI to be a community crisis hub for Bainbridge Prepares. Seconded by Jennifer Ames-Karreman, all approve.

## **Development**

- Wendy Dymoke reviewed progress on the Public Campaign slated for April to mid-July 2022. Additional support in place with Anna Carson (social media) and Beth Keegan (print media).
- Sue Entress presented tagline and conceptual graphics for Public Campaign featuring theme of “Community Happens Here.” Favorable reception from Board.

## **Financials**

- Kurt Frost reviewed financials. Headcounts in Juniors exceeding budget; Adults on track. Overall, in good condition coming out of COVID.

## **BIR Participant Waiver**

- The BIR Participant waiver, with minor revisions, was presented by John Foy. May now be signed without expiration, so members would no longer need to sign annually. Mirèn First noted wording in regards to COVID could be clarified further and will send notes to John for additional refinement.

## **SafeSport**

- The rollout of SafeSport training has thus far proven to be very challenging, primarily in accessing the training via USRowing and the SafeSport site. USRowing is in the process of addressing access issues. BIR efforts continue to streamline the process at this end.
- A candidate for BIR’s SafeSport Coordinator has been interviewed by Kris Kutchera and Jill Bamburg. Funding for the position in 2022 will include donations and unrestricted funds; future years will be fully-funded in the club budget.
- **MOTION** by Jill Bamburg to approve retaining a SafeSport Coordinator up to \$6K total this year. Seconded by Tim Verharen, all approve.

## **Construction Update**

- Work towards completing the Upper Level is progressing; the role of Owner’s Representative, as fulfilled by Tim Dore in Phase II, is critical. Candidate is available immediately.
- **MOTION** by Kris Kutchera to approve hiring Karen Mattock in the role of Owner’s Representative, a paid position, and included in the rowing center construction budget. Seconded by John Foy, all approve.

## **Mission Statement**

- As part of the efforts to update our Bylaws, additional revisions to the Mission Statement were proposed. Discussion was inconclusive. Jill Bamburg, Sue Entress, Jennifer Ames-Karreman, and John Foy will further study based on comments; propose a final version to board members via email. Any change to what was approved in the January Board meeting will require unanimous board approval prior to presentation at March 9 Annual Meeting.

**MOTION** by Jill Bamburg to adjourn to Executive Session. Seconded by Jennifer Ames-Karreman, all approve.

Adjourn at 8:44 to Executive Session

Minutes submitted by Secretary, Beth Wheeler

**Next Meeting: Annual Members Meeting Weds, March 3, 2022 @ 7:15 pm (Virtual - Zoom)**

**Next Regular Board Meeting: Weds, March 23, 2022 @ 7:15-9 pm (Virtual - Zoom)**

**Board Reports Due: Friday, March 18, 2022 @ 5 pm**