

Bainbridge Island Rowing
Board of Directors Meeting Minutes
03/23/22, 7:15 PM



Location: Marge Williams Center Conference Room and
via Videoconference

Board Members

Present in person: Hannah Cutler, Melanie Edenholm, Mirén First, Brandon Fleet, John Foy, Kris Kutchera, Tim Verharen, Beth Wheeler

Present via Videoconference: Jennifer Ames-Karreman, Jill Bamburg, Andrew Block, Laura Bottger, Lindsay Browning, Celia Clark, Sue Entress

Absent: Julia Cziesla

Quorum: Yes (15/16)

Others Present: Bruce Beall, Marc Stewart, Wendy Dymoke

Proceedings

Meeting was called to order at 7:17 PM PST by President, Kris Kutchera

Welcome and Introductions

Agenda

- **MOTION** by Tim Verharen to approve March 23, 2022 Agenda. Seconded by Brandon Fleet, all approve.

Minutes

- **MOTION** by Jill Bamburg to approve the February 23, 2022 Board Meeting Minutes. Seconded by Hannah Cutler, all approve.

Month in Review

- We held our Annual Meeting of Members on March 9, elected our Board, and got approval for changes to our Bylaws. This was the culmination of months of work. Thank you all!
- Spring Season is in full swing. 99 juniors and 76 adults have paid dues so far. Over 100 adults have registered for Spring Season – this is a record!

- Last Saturday, we had our first Junior regatta at Green Lake, but it was canceled partway through due to bad weather. Many thanks to the Junior Parents, who did a great job with the food tent for this first time in two years!
- We are hosting the Juniors' Saltwatta Regatta next Sunday and adults are training for the April 2 Husky Open.
- Nicolai Otte is developing and providing training for coxswains, coaches and launch operators. This effort is funded in part by the gift from the Witter Family for our Coxswain Leadership Development Program.
- Redge Campbell has taken on the role of head coach for the adult program and is working with Nicolai Otte, Bruce Beall, and Celia Clark to ensure we have adequate staffing and support for the program. This is especially challenging in light of Tom Coble's absence.
- Julia Czesla is working with the coaches to identify equipment needs for upcoming grant requests.
- Launch of the Public Campaign is scheduled for the end of April. We will discuss volunteer opportunities tonight.
- We are receiving requests to schedule event rentals at the rowing center and will propose a plan to accommodate these requests tonight.
- Construction of the east-side deck is taking longer than expected due to limited availability of qualified volunteers.
- Beth Wheeler and the Design Committee have turned over the floor plan for the upper level to architect Cutler Anderson, who has begun to finalize drawings. Beth will ask for your approval of the layout tonight. Many thanks to Beth and her team!
- John Foy, Karen Mattock and Kris are working with Cutler Anderson and Clark Construction to define roles and responsibilities for the project. Pricing and scheduling will begin once final drawings are complete. We are targeting being ready to start construction in May.
- Our SafeSport Coordinator, Judy Friesem, worked with coaches to complete initial training for Juniors and she is addressing several concerns that have been raised. USRowing is sorting out technical issues related to online training.
- Rollout of our Remind communications platform for SafeSport-compliant text communications between Juniors and coaches is delayed due to BIR technical resource constraints.
- Mirén First and Bill McGonagle have worked with John Foy to improve the BIR Participant Waiver. They will ask for your approval of the waiver tonight. Many thanks for their efforts!
- We have a request to consider a COVID vaccination exemption for one of our junior athletes. Since transmission rates have dropped to the moderate range, we will seek the Board's guidance on exemptions tonight.
- Thank you, everyone, for making all of this happen!

Appointment of Member at Large, Election of 2022 Officers, and Committee Assignments

- **MOTION** by John Foy to appoint Kris Kutchera, President. Seconded by Melanie Edenholm, all approve.
- **MOTION** by Kris Kutchera to appoint John Foy, Vice President. Seconded by Mirén First, all approve.
- **MOTION** by Brandon Fleet to appoint Melanie Edenholm, Treasurer. Seconded by Hannah Cutler, all approve.
- **MOTION** by Melanie Edenholm to appoint Beth Wheeler, Secretary. Seconded by Tim Verharen, all approve.
- President Kris Kutchera appointed Marc Stewart to Board Member at large.
- **MOTION** by Kris Kutchera to appoint Marc Stewart, Safety Officer. Seconded by John Foy, all approve.
- **MOTION** by Kris Kutchera to appoint Jennifer Ames-Karreman, Development Chair; and Sue Entress, Past President, to the Executive Committee; and Bruce Beall, Director of Rowing as a non-voting member of the Executive Committee. Seconded by Marc Stewart, all approve.
- Additional roles include: Financial Advisor - Kurt Frost; Assistant Secretary - Laura Bottger; Junior Program Board Liaison - Lindsay Browning and Mirén First; Junior Representative - Hannah Cutler; Adult Program Board Liaison - Celia Clark
- Variety of roles available within our committees. Board members are encouraged to volunteer and/or recommend members for these positions.
- Committee assignments:
 - Safety Committee - Marc Stewart, Safety Officer; Laura Bottger, Bruce Beall, Redge Campbell, Nicolai Otte
 - Equipment Committee - Brandon Fleet, Chair; additional assistance needed
 - Communications - Sue Entress, Chair; additional assistance needed. Hannah Cutler will reach out to Junior Rowers; Andrew Block offered his assistance in addition to his photography.
 - Technology - this area needs leadership and assistance; primarily software issues. Encompasses iCrew, Remind (the rollout of which has been delayed due to time constraints), GiveSmart and DonorPerfect.
 - Facility Design Committee - Beth Wheeler, Chair; Jennifer Ames-Karreman, Bruce Beall, Karen Mattock, Maggie Smith. Work will be wrapping up this spring.
 - Facility Construction Committee - John Foy, Chair; Karen Mattock (owner's rep), Kris Kutchera.
 - Facility Maintenance Committee - Karen Mattock (chair), John Foy, Tammy Galbraith.
 - Development Committee - Jennifer Ames-Karreman and Julia Czesla (co-chairs), Sue Entress, Lynn Chun, James Sheldon, Celia Clark, Beth Keegan, Bruce Beall, Kris Kutchera, Wendy Dymoke

Development

- Public Campaign kicks off April 24. Additional leads and support volunteers are needed to carry out the campaign.
- Jennifer Ames-Karreman noted that rental inquiries for the Upper Level continue to be fielded. Given the current construction timeline and overall climate of long-lead times and labor shortages, discussion followed as to a plausible date for completion of Upper Level and consequent acceptance of rental commitments. Valuing BIR's community goodwill as a rental space, Jennifer will reevaluate an appropriate date for approving event rentals and return to the board next month with a recommendation.
- Further discussions with the Pocock Family has resulted in agreement that the name of the rowing center could be simplified to "Stan Pocock Rowing Center," while still commemorating Stan Pocock's legacy of outreach and inclusion; and his family's continued involvement in BIR.
- **MOTION** by Jennifer Ames-Karreman to name the rowing center the "Stan Pocock Rowing Center." Seconded by Mirén First, all approve.
- Signage will consist of "Stan Pocock Rowing Center" and BIR logo at Brien Drive; "Bainbridge Island Rowing" on southeast exterior of Great Room at Shannon Drive elevation.

Financials

- Treasurer Melanie Edholm reported no notable changes in BIR's financial position since March 9 Annual Meeting.

BIR Participant Waiver

- Mirén First reviewed the proposed changes to the waiver. If approved, in future, Adult rowers would need to sign BIR Participant Waiver only once rather than annually.
- **MOTION** by Mirén First to approve the revised BIR Participant Waiver. Seconded by Hannah Cutler, all approve.

Construction Design

- Beth Wheeler reviewed the proposed revisions to the existing Upper Level floor plans, including changes to the offices/conference room, changing rooms, and kitchen facilities.
- **MOTION** by Beth Wheeler to approve the revised layouts to the Upper Level floor plans. Seconded by Marc Stewart, all approve.

Vaccination Exemptions

- Former BIR member has requested a religious exemption from the COVID vaccination requirement. Current rates now fall within the "moderate" level. Both Adult and Junior spring seasons are underway; coaches expressed concerns with any change to the vaccination requirements mid-season. Further discussion is slated for the April or May Board meeting, when additional public health information is available but before the start of summer season.

MOTION by Marc Stewart to adjourn. Seconded by Hannah Cutler, all approve.

Adjourned at 8:59 pm

Minutes submitted by Secretary, Beth Wheeler

Next Board Meeting: Wednesday, April 27, 2022 at 7:15-9:00 pm (Virtual and at Marge Williams)

Board Reports Due: Friday, April 22nd, 2022 at 5:00 pm