

Bainbridge Island Rowing
Board of Directors Meeting Minutes
06/22/2022, 7:00 PM



Location: SPRC Boathouse Lawn

Board Members

Present: Jennifer Ames-Karreman, Jill Bamburg, Andrew Block, Laura Bottger, Celia Clark, Julia Czesla, Melanie Edenholm, Sue Entress, Mirén First, Brandon Fleet, John Foy, Kris Kutchera. Tim Verharen.

Absent: Lindsay Browning, Hannah Cutler, Marc Stewart, Beth Wheeler

Quorem: Yes (13/17)

Others Present: Bruce Beall, Theresa Torseth

Proceedings

Meeting was called to order at 7:05 PM PST by President Kris Kutchera

Around the Room

BOD Meeting Minutes

- **MOTION** by Jill Bamburg to approve May 25 Minutes. Seconded by Sue Entress, all approve.

Executive Session Meeting Minutes

- **MOTION** by Sue Entress to approve May 25 Minutes. Seconded by Melanie Edenholm, all approve.

Agenda

- **MOTION** by Jill Bamburg to approve June 22 Agenda. Seconded by Mirén First, all approve.

Month in Review (President)

- Bruce Beall will address the boys 8+ team's challenging experience at Junior Nationals.
- The Northwest Regional Championships for Adults were unfortunately canceled due to E. coli contamination and dangerous algae bloom in Lake Vancouver. This was extremely disappointing to our 31 rowers who trained for 26 events.
- Summer programs started for Juniors this week, with 45 registered for the first session. The first Adult Learn to Row class was a strong success with 8 participants, though the second class has been canceled due to low numbers.

- The Equipment Committee volunteers have been busy deep cleaning shells and repairing foot stretchers, bolts, etc.
- The Safety Committee has sent a draft of the revised Safety Policies and Procedures for review and comment and will ask for approval at next month's Board meeting.
- A newly updated Parent Handbook has been added to the website.
- Our Public Campaign remains active with tours of the rowing center on three upcoming Sundays. We are looking for local business sponsorships to support both the Public Campaign and Dream Big.
- Hannah Cutler is coordinating Juniors to help with rowing center tours and team captains are coordinating to help run the Grand Old Fourth parade float for BIR.
- Julia Czesla is developing plans and securing equipment and resources for Dream Big, which has been moved to Saturday, September 17th, 3-7pm.
- The Alumni/ae Row will be on July 23 starting at 10:30am.
- Theresa Torseth is working with the Events Committee to develop a framework for venue rentals, which will provide essential income to maintain the rowing center property and BIR administration.
- Laura Bottger is working with our insurance agents on new policies for property, builder's risk, and venue rental liability.
- The final phase of the deck was organized and managed by Karen Mattock, and came in significantly under budget. Thank you to the many volunteers who helped make this beautiful deck a reality!
- Clark Construction continues to develop their proposal for completion of the upper level of the rowing center. John Foy and I are working with the Executive Committee to solidify the project team structure.
- Our coach staffing challenge continues with Tom Coble out, Nicolai Otte leaving and Tim Goss potentially taking leave in the fall. Bruce Beall has commitments from three alums for summer coaching and is actively recruiting to fill the remaining openings.
- The unprecedented growth of our programs, our increased fundraising efforts, and rowing center operations continue to strain our staff and volunteers. To provide some relief, we hired Mary Agliam for a new position of Registrar to handle program registrations so our administrator, Tammy Galbraith can support other functions. We will begin review of our pending Executive Director position tonight.
- Thank you all for your tremendous efforts! We couldn't do this without your support!

Junior Nationals

- Junior Nationals in Sarasota, FL was extremely challenging due to a Covid outbreak. There are many lessons to be learned from this experience and Bruce Beall will debrief with the parents tomorrow. Nevertheless, our boys 8+ team handled themselves courageously, rallying despite illness, finishing 18th out of 35 overall, and improving their times since Regionals relative to other NW crews. Our thanks go out to our parent volunteers who went above and beyond to support our team and worked to ensure a safe trip home for everyone.

Development

- *BCF Grant.* For the second year in a row, Bainbridge Community Foundation awarded BIR their maximum grant: \$10,000. This will fund a new launch motor, two ergs, and two erg bikes.
- *Event Rental Feedback.* The Event Rental Committee, through its chair Theresa Torseth, shared recommendations based on their research and expertise and the executive committee's guidance regarding priorities for use of the upper level of the rowing center.
 - Rowing related uses are the first priority, but filling in around those, rentals will help make the rowing center a more integral part of the larger Bainbridge and Kitsap communities. And the rental income generated will be used to pay for ongoing rowing center operations and routine maintenance.
 - To keep operations simple, BIR should only purchase items that BIR would use for its own operations and set all-inclusive prices for the various categories of uses.
 - Recurring, low-impact subscription events are expected to be the mainstay activity for both the great room and the conference room. These could include, among others, independent fitness classes and overflow senior center events, and for the conference room, monthly meetings of local nonprofit groups.
 - Weddings or other events in the warmer months that would use the COBI-owned lawn adjacent to the rowing center would bring in the highest fees, but they also have the greatest impact on the facility, staff, and other resources. The committee recommends limiting the number of this type of booking.
 - Other solely indoor large events like fundraisers, holiday parties, and rehearsal dinners also can generate high one-time fees, but the committee recommends limiting these bookings as well, at least to start.
 - Other fill-in one-time events like memorials are also expected. Priority and a reduced fee would be given to those with a BIR connection.
 - *COBI/BIR pilot agreement.* The COBI Waterfront Park lawn adjacent to the rowing center is attractive to users planning large events at the rowing center, but it is difficult and costly to gain all the required approvals from COBI, especially if alcohol is served. To help address this issue, local consultant Jeff Ozimek of Ozimek Consulting submitted a proposal—at a discounted rate—for developing a two-year pilot-to-permanent agreement between COBI and BIR that would streamline the process and requirements for use of the adjacent park space. The proposal will be assessed further in an interview with Mr. Ozimek.
 - *Contractual terms.* The events committee has been identifying the respective responsibilities that BIR and any renters would shoulder. A master venue rental contract will be developed reflecting those terms. Andrew Block and Mirén First, attorney board members, volunteered to help with that effort.
 - *Website/responses.* A new page on the BIR website and other resources have been developed to respond to inquiries about venue rentals. Event rentals will be accepted no sooner than April 2023.
 - *Venue Name.* There is momentum to officially call the venue what everyone already calls it: The Boathouse. To be more specific in any marketing, we'd add "On Eagle Harbor."

- *Rowing Center tours.* Tours, guided by volunteers, remain a feature of the development campaign. The Development Committee is coordinating dates and times through Wendy Dymoke. Board members are encouraged to volunteer for shifts.
- *Business Sponsorships.* Each board member is encouraged to talk to one or two businesses about sponsorships as part of the public campaign and Dream Big combined fundraising. Personal connections are the most effective. Sponsorship levels range from \$25,000—which includes enduring recognition in the boathouse—to \$500. Contact Julia Czesla before approaching any business to ensure that none are approached more than once.

Executive session

The Board moved into executive session at about 8:05 PM to discuss three matters. Bruce Beall remained for the discussion of the first two but was excused for the third.

Upon return from executive session, there was a

MOTION by Sue Entress to adjourn. Seconded by Melanie Edenholm, all approve. Meeting adjourned at 9:04 PM PST.

Minutes submitted by Laura Bottger, Assistant Secretary