

Bainbridge Island Rowing
Board of Directors Meeting Minutes
07/27/22, 7:00 PM



Location: Videoconference

Board Members

Present: Jennifer Ames-Karreman, Andrew Block, Laura Bottger, Celia Clark, Hannah Cutler, Julia Cziesla, Melanie Edenholt, Sue Entress, Mirén First, Brandon Fleet, John Foy, Beth Wheeler

Absent: Jill Bamburg, Lindsay Browning, Kris Kutchera, Marc Stewart, Tim Verharen

Quorum: Yes (12/17)

Others Present: Bruce Beall, Jeff Krueger

Proceedings

Meeting was called to order at 7:02 PM PST by Vice President, John Foy

Welcome and Introductions

Minutes

- **MOTION** by Mirén First to approve the June 22, 2022 Board Meeting Minutes. Seconded by Jennifer Ames-Karreman, all approve.

Agenda

- **MOTION** by Laura Bottger to approve July 27, 2022 Agenda. Seconded by Sue Entress, all approve.

Month in Review

- Summer season is in full swing for adults and wrapping up for juniors next week.
- Planning for junior fall season is nearing completion and registration will open by mid-August. A separate 8th grader program will be piloted in lieu of combining them with older novices.
- Adult Learn to Row classes had 20 participants and Celia Clark and coaches are working to integrate graduates into Sculling and Open teams.
- Bruce Beall has been working diligently to fill our coaching vacancies. Summer is covered and he is close to filling the fall staffing plan.

- Beth Wheeler and Mirén First documented lessons learned from this year's overnight regattas and are incorporating them in the Chaperone Policy and other procedures going forward.
- Marc Stewart and Laura Bottger incorporated suggestions into the Safety Policies and Procedures and will ask for approval tonight.
- Brandon Fleet and Marc Stewart are working with Bruce Beall and Equipment Committee volunteers to repair and deep clean equipment, pilot removable shoes, and develop a cox box replacement strategy.
- Julia Czesla is leading our Dream Big effort and we are looking for your help securing local business sponsorships to support both the Public Campaign and Dream Big.
- Hannah Cutler, Wendy Dymoke and Sue Entress coordinated rowing center tours for the Public Campaign.
- James Sheldon spearheaded the Alumni/ae Row with 14 enthusiastic participants.
- The Events Committee continues to develop a framework for venue rentals, which will provide essential income to maintain the rowing center property and BIR administration. Theresa Torseth has passed the baton to Amy Burton to lead the team.
- In August, with the help of Jill Bamburg, Melanie Edenhalm, Kurt Frost and others, we will kick off an effort to revise our proforma budget, and later in the year, begin to refresh our strategic plan. The budget information is needed to finalize our plan for an Executive Director role.
- Laura Bottger researched and secured a new property insurance policy for the rowing center, and continues to work on policies for builder's risk, venue rental liability, and general liability.
- Clark Construction continues to develop their proposal for completion of the upper level of the rowing center and we will have an update from our owner's representative, Jeff Krueger, tonight.
- The unprecedented growth of our programs, our increased fundraising efforts, and rowing center operations continue to strain our staff and volunteers. Tammy Galbraith is training Mary Agliam to handle program registrations and Tammy is focusing on developing streamlined processes for our internal practices. Kim Dalan will be providing some additional part-time support for communications related to development efforts.
- Thank you all for your tremendous efforts! It takes a village!

Construction Update

- Jeff Krueger reviewed his role as representative of BIR to both the builder and the architect. Progress is being made in overall pricing and HVAC work. Exterior signage has been handed off by Jennifer Ames-Karreman to Jeff for pricing and execution.

Jeff Krueger exited the meeting.

Financials Update

- BIR is right on track at the six month mark. Melanie Edenhalm continues to work with Kris Kutchera and Jennifer on next year's budget.

Strategic Planning

- This discussion has been tabled for the August meeting, when Jill Bamburg and Kris Kutchera are able to attend.

Junior Overnight Travel

- Junior parents are looking to the board for greater support of participation at Nationals. Nationals travel and logistics are always challenging given the 2-3 week window between Regionals qualifications and nationals. Parent stakeholders cannot be identified until after Regionals. COVID further accentuated the inherent logistical challenges of participating, and added complications to all aspects of participation.
- While participation at Nationals is very challenging, it also drives the Juniors program to be the best it could possibly be.
- Reserving Nationals hotel blocks/house and air tickets could be handed off to our Administrator.
- Scholastic National Championships, which still has lightweight classifications – typically a strength of BIR – might be an alternative to Nationals for lightweight rowers.
- Lindsay Browning and Beth Wheeler will be meeting in August to work on plans for Fall/Spring Junior Travel.

Event Rental Contract

- Mirén First summarized work completed for an event rental contract. Two contracts will likely be needed: one for single-time use; a second for multiple or regular uses. Working with an outside attorney who specializes in contract law. Delay in the start of construction provides a bit more time for completion of rental contracts. **ACTION:** Kris, John, Jennifer, Amy & Mirén will meet to discuss further.

DreamBig

- Three sponsors have been secured. Julia Czesla updated the deadline for sponsorship to August 7th. Caterer and music reserved. Tickets go on sale August 12th.

Safety Policy

- Updated Safety Policy reviewed by Laura Bottger. Specific requirements that have been revised include:
 - Membership in the Safety Committee
 - Flip test requirement clarified
 - Float test requirement clarified to expire after 10 years. Without a successful float test on file, a rower would be required to wear a PFD.
 - Eagle Harbor Regattas will not take place when there is a minus 1 tide or less; coaches call when it comes to practice at minus 1 tide or less.

- **MOTION** by Hannah Cutler to approve Revision 8 of Safety Policies and Procedures. Seconded by Melanie Edenholm, all approve.

Executive session

The Board moved into executive session at 8:15 PM.

Upon return from executive session, there was a

MOTION by Jennifer Ames-Karreman to adjourn. Seconded by Laura Bottger, all approve. Meeting adjourned at 8:32 PM PST.

Minutes submitted by Beth Wheeler, Secretary