

Bainbridge Island Rowing
Board of Directors Meeting Minutes
1/25/23, 7:15 pm



Location: Videoconference

Board Members

Present: Jennifer Ames-Karreman, Jill Bamburg, Andrew Block, Laura Bottger, Celia Clark, Hannah Cutler, Julia Czesla, Melanie Edenhalm, Sue Entress, Mirén First, Brandon Fleet, John Foy, Kris Kutchera, Marc Stewart, Tim Verharen, Beth Wheeler

Absent: none

Quorum: Yes (16/16)

Others Present: Bruce Beall, Judy Friesem, Kurt Frost, Sam Williams

Proceedings

Meeting was called to order at 7:15 pm by President, Kris Kutchera

Welcome and Introductions

Agenda

- **MOTION** by Marc Stewart to approve the January 25, 2023 Agenda. Seconded by Jill Bamburg, all approve.

Minutes

- **MOTION** by Jill Bamburg to approve December 14, 2022 Minutes. Seconded by Celia Clark, all approve.

Month in Review - November 2022

- Lindsay Browning has accepted the one-year part time position as BIR Business Director. Her primary focus for 2023 will be launching our venue rentals business and community engagement. Director of Rowing, Bruce Beall, will continue to oversee our rowing programs.

- The contract with Clark Construction is signed and they have begun work on the upper level of the rowing center. Many thanks to John Foy for shepherding the contract language and oversight of construction and to Beth Wheeler for leading refinement of the design.
- Winter training is in progress and spring season begins in February. Erging has moved downstairs, and Bruce Beall has rented a room at the Masonic Center for additional space.
- Beth Wheeler, Lindsay Browning and others are wrapping up planning for junior spring regatta travel, and plans for adult spring regattas are in the works.
- The Adult teams are being consolidated for simplicity and cost efficiency. We will now have two teams, the Competitive Team and the Open Team, which includes sculling and sweep. A separate coach will be assigned for Learn to Row graduates joining this group. Thank you to Celia Clark, Jo Vander Stoep, Jane Stewart and Kathy Maher for this creative vision.
- Redge Campbell is working with Bruce Beall to implement a new “Player Coach” model to expand our coaching bench by training 8 adult rowers to assist with coaching.
- Judy Friesem has compiled recommendations from member discussions on Rowing While Aging with a goal of finding ways to keep people safe and happy. Many of the recommendations are being incorporated into the adult program.
- Addie Taylor is providing cox training for both juniors and adults.
- Bruce Beall will be holding safety briefings for each of the teams to kick off the spring season.
- Effective immediately, coaches and launch operators will be required to complete all of their requirements before getting on the water – USR membership, SafeSport training, CPR training, etc.
- Marc Stewart and Bruce Beall are leading major repairs to launches. Brandon Fleet and the equipment teams are busy replacing cox boxes, installing removable shoe systems, ready-spares for seats, etc. and we now have 36 working ergs!
- Jennifer Ames-Karreman is working with Sue Entress and the Development Committee on the 2023 Development Plan, social media campaign, and the donor/member newsletter.
- Year-end accounting and donor tax letters are being completed by Melanie Edenholm, John Foy, Jennifer Ames-Karreman, Tammy Galbraith, and Kris Kutchera.
- The Board will be asked to approve the 2023 budget. A big shout out to Kurt Frost and everyone who contributed to the modeling.
- We are actively recruiting Board members for 2023 and currently have a specific need for development expertise and leadership for Dream Big.
- Thank you all for your time and talent as we grow our organization!

MOTION by Kris Kutchera to approve the appointment of Sam Williams to serve the balance of Lindsay Browning’s term on the Board of Directors to March 2024. Lindsay has moved to a BIR staff position; Sam has also agreed to serve as the next President of BIR. Seconded by Brandon Fleet, all approve.

Annual Meeting

- Upcoming Annual Meeting of Members is scheduled for Wednesday, March 1, 2023 at 7:15 pm. Following a discussion as to a zoom meeting versus an in-person, it was decided to hold an in-person meeting at the BI Senior Community Center, with a dessert potluck and/or bringing a beverage to share. Members must pay 2023 dues and be present to vote.

Budget Update - Kurt Frost

- Review of essential data points in 2023 budget previously presented in-depth at December meeting. Transitional year with larger payroll, addition of event rentals, and long term giving trends to be monitored. Conservative budget, with a potential correction in spring depending on headcounts, payroll, donations.

MOTION by Jennifer Ames-Karreman to approve the 2023 budget. Seconded by Marc Stewart, all approve.

Kurt Frost departs meeting.

SafeSport Update - Judy Friesem

- USRowing has revised SafeSport training requirements for adults; BIR has updated our own requirements as follows:
 - Required - SafeSport Trained Core Training (90 minutes with annual refreshers)
 - Board members*, Administrative Staff*, Coaches*, Chaperones*, Drivers*, Juniors turning 18 years old, Adult Competitive Team
 - * Plus background check every 2 years
 - Recommended:
 - Volunteers - SafeSport for Volunteers
 - Parents - Parents Guide to Misconduct in Sport
 - Juniors - SafeSport for Youth Athletes (group training & conversation)
 - Adult Rowers - SafeSport for Adult Athletes (group training & conversation)

Rowing While Aging - Judy Friesem

- Task force of 28 members plus coaches met this fall, with additional members via zoom, and put forth recommendations for accommodating older rowers safely. Many have already been instituted since the task force met.

Physicals Policy - Marc Stewart

- Discussion centered on a draft policy to require a physical of all adult rowers, documented with a medical eligibility form. Questions raised as to precisely the issue to be solved by instituting such a policy, and its effectiveness in addressing concerns around medical conditions that may/may not be identifiable. Further consideration is needed; discussion tabled.

Judy Friesem departs meeting.

Construction Update - John Foy

- Construction on Upper Level continues; Clark has instituted improved construction team communications, including weekly construction team meetings.

Development Update - Jennifer Ames-Karreman & Lindsay Browning

- High level work has begun for DreamBig; planning sessions will get underway in March. Collaborative team members needed.
- Event rental inquiries continue; three events in late summer/fall are booked.

Lindsay Browning departs meeting.

MOTION by Kris Kutchera to adjourn to Executive Session. Jennifer Ames-Karreman seconded. All approve. Meeting adjourned to Executive Session at 8:50 pm.

MOTION by Kris Kutchera to adjourn Executive Session and regular meeting. Sam Williams seconded. All approve. Meeting adjourned at 9:03 pm.

Minutes submitted by Secretary, Beth Wheeler