

Bainbridge Island Rowing
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING – July 26, 2023



Location: The Boathouse and Zoom

Board Members Present: Jennifer Ames-Karreman, Laura Bottger, Celia Clark, Melanie Edenholtm, Mirén First, John Foy, Stacey Nordgren, Joanie Ransom, Andrew Block, Kris Kutchera, Kim Dalan, Jill Bamburg

Absent: Brandon Fleet, Grant Colburn

Quorum: Yes (12/14)

Others Present: Lindsay Browning, Bruce Beall, Judy Friesem, Kurt Frost

Proceedings:

Meeting was called to order at 7:05 by President Kris K.
Members introduced themselves to new member Kim Dalan.

MOTION to approve the Agenda.

Moved by Jill B. 2nd by Laura B.

Vote: Motion passed unanimously.

Secretary sought approval of past minutes:

MOTION to approve June 28, 2023, Board Meeting Minutes as amended.

Moved by Celia C., 2nd by Melanie E.

Vote: Motion carries unanimously. Andrew B., Kris K., and Kim D. abstaining (not present).

Kris Kutchera – Presidents Report / Month in Review

- **Construction Update:**
 - All inspections except COBI passed. COBI final Cert of Occupancy (COO) inspection set for Friday 7/28/23. Power outage set for 8/11- 8/18. Need to plan for how to be without power (boat bays too).
 - Still under budget by approx. \$7,000.
- **Personnel updates:**
 - Mary Aglium moved to working as Venue Coordinator with Lindsay.
 - Program Coordinator has been hired. Role is to support coaches and programming. Dalreen Quyn has accepted (parent of former Jr. Rower) and will start 7/31/23.
 - Olivia Ganmark Strickland is still available for special projects (remote).
 - Addie Taylor is serving in role of Registrar and Coach.
- **Organizational design** – this is an ongoing effort of the club. Budget now accounts for Director of Rowing to be in role thru years' end pending reorganization of leadership structure.

- Junior programs in need of structure and definition by mid-August so registrations can begin. Input from Jr. survey will be incorporated to improve this coming year. Joanie R. will be helping in this effort, as will Judy Friesem.
- Adult program survey – upcoming; but will wait until Jr. Program is set and going; they have a “hard start” with the onset of the new school year; Adults have more flexibility in timing.

Financial Report –Kurt Frost

- Presents and reviews the **Operational Cash Flow Projection for 2nd half of 2023.** Reduction in revenue and also a reduction in expenses (salaries lower than projected)
 - \$72,047 operational shortfall, in part due to:
 - Event rentals lower than anticipated (fewer months available for operation)
 - Retaining Director of Rowing role. for longer than originally budgeted
 - Jr. travel regattas over budget
 - Legal expenses greater
 - Includes payment of 2022 interest to members’ loans
- Kurt presented options for levers that BOD can pull to decrease the shortfall in part this fall.
- Note that a large piece of the puzzle for next year is that event rentals will generate cash flow for a full year; rather than 5 months of current 2023.
- Meeting with our Member Lenders should be a priority – give them an appraisal of the current situation; need to discuss interest rates and plans for repayment.
- Discussion after presentation:
 - Clarified that 1st half of the year was cash positive; also, that there is a need to fundraise for 23/24 school year scholarships.
 - Options: 2nd half of year rates can be considered for increases; assessment of members; Dream Big and other donations; payroll under-run is due to open positions – but looking to hire now.
 - Next steps: BOD could raise fall fees and considered each of the 6 options Kurt presents in the handout; discussion about charging for Head of the Lake specifically by adding it into the Jr. Regatta Fee (was not done last year).

MOTION to Approve all Recommendations to Increase 2nd half of 2023 cash flow per the *Operational Cash Flow Projection for 2nd half of 2023*, including to approve increases in future recalculated Junior 2023 fall Regatta Fees to be inclusive of Head of the Lake and other regatta costs.

Moved by Andrew B. 2nd by Joanie R.

Vote: All in favor.

- **Dues and Fees Increases:**

Recommendations to increase 2nd half cash inflow	2022 Rate	2023 Budgeted Increase	Budgeted Rate	Additional Increase	New Rate
Juniors Fall Dues (In 2023, Junior Dues paid twice a year)	\$47	\$3	\$50	\$25	\$75
% Increase over 2022		6.4%	106.4%	53.2%	159.6%

Juniors Fall Rowing Fee	\$653	\$49	\$702	\$43	\$745
% Increase over 2022		7.5%	107.5%	6.6%	114.1%
Juniors Winter Erging Fee	\$448	\$34	\$482	\$18	\$500
% Increase over 2022		7.5%	107.5%	4.0%	111.5%
Adults Fall Rowing Fee	\$599	\$45	\$644	\$26	\$670
% Increase over 2022		7.5%	107.5%	4.3%	111.9%
Adults Fall Dues (\$200 Dues paid Annually)	\$0	\$0	\$0	\$50	\$50
% Increase over 2022		0.0%	0.0%	0.0%	0.0%
Adults Winter Erging Fee	\$80	\$11	\$91	\$14	\$105
% Increase over 2022		13.8%	113.8%	17.5%	131.3%
Junior Head of the Lake Regatta fee	\$0	\$0	\$0	\$60	\$60
% Increase over 2022		0.0%	0.0%	0.0%	0.0%

- Discussion: Explanation of Scholarship structure was asked for. We “forgive” the percentage of the scholarship sought. Helpline House helps us talk to families to determine appropriate

amount of scholarship. It is typical that there are 10-14 kids on Scholarship each season. Typical increase in dues/fees annually is 2.5%, but last year's increase was 7% for Juniors.

- Celia C. asked whether the juniors have been involved in fundraising for Scholarships and possibilities for actions were given; BOD should highlight opportunities to offset juniors costs.
- Asked if Dream Big is used to raise scholarship funds? It has not in the past 2 years as all funds raised have gone to building the Rowing Center. This year, there may be some Dream Big funds targeted to programs and scholarships.

Business Director Report – Lindsay Browning

- Made clear that the goal of this new BIR space that is presented to renters/visitors is: we are a rowing center first, and we are a new community space. Our engagement with the renters is geared toward funding our rowing center and programs. She is clear that BIR is a non-profit that wants to fund its programs with this building's rentals.
- Number of inquires for 2023 was 23. Yet this past week brought 4 inquiries alone. Of these 23, 9 were for dates prior to our opening. Trend is that renters seek Saturdays or mid-week; Friday and Sundays are not as desirable—information that will be used in future pricing.
- Lindsay is happy with the conversion rates from inquiry to business.
- Forecast for remainder of the year is for 3 additional events beyond what is seen factored into 2nd half of 2023 year financial projections - but anticipating it may be more. This is budget positive.

Development Report – Jennifer Ames-Karreman

- **Dream Big - Anticipating \$151,000 to be raised.** Based on 2022 proceeds we anticipate: most proceeds coming in mainly at paddle call, live auction items \$17,000, raffle baskets \$8000, website donations \$3000, tickets \$14,000.
- Seeking Sponsors of the Auction.
- Year End Campaign – this could bring in some yet unaccounted-for money.
- Needing to resume the Capital Campaign with Bruce's help.

Judy Friesem joined the meeting for the Junior Survey discussion.

Discussion of the Junior Team parent and rower Survey – Andrew B., Joanie R., Judy F.

- What jumped out to BOD about their review of the survey:
 - Communication from Coaches was big area of discussion. This stands out as a key area needing improvement and should be a focus for improvement. Weekly communication is not consistent across Jr. groups; many sought greater transparency around regatta fees and costs.
 - Rowers and coaches report having good relationships.
 - Some surprised that others report communication difficulties. Her experience is different, thinking communication was well done this past year.
 - Group was pleased with the number of responses.
 - Could be useful to cull through responses to itemize communication needs.
- **Judy F. will work with Andrew and Joanie on the surveys to incorporate as much as they can into improvements for this upcoming season prior to rolling out registration this fall.**

MOTION to adjourn the Regular Meeting and move to Executive Session.

Moved by Kris K. 2nd by Andrew B.

All in Favor. Meeting adjourned to Executive Session at 8:53 pm.

Motion to adjourn the Executive Session and the regular Board Meeting.

Moved by Andrew. 2nd by Celia.

All in favor. Meeting adjourned at 9:11 pm.

Minutes Submitted by Stacey Nordgren, BIR Secretary.

-END-