

**Bainbridge Island Rowing
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING – August 23, 2023**



Location: The Boathouse and Zoom

Board Members Present: Jennifer Ames-Karreman, Laura Bottger, Celia Clark, Melanie Edenholm, Mirén First, John Foy, Joanie Ransom, Andrew Block, Kris Kutchera, Kim Dalan, Jill Bamburg, Grant Colburn, Brandon Fleet

Absent: Stacey Nordgren

Quorum: Yes (13/14)

Others Present: Lindsay Browning, Bruce Beall, Judy Friesem

Proceedings:

Meeting was called to order at 7:06 by President Kris K.

**MOTION to approve the Agenda.
Moved by Joanie R. 2nd by Mirén F.
Vote: Motion passed unanimously.**

Secretary sought approval of past minutes:

**MOTION to approve July 2023, Board Meeting Minutes.
Moved by Andrew B., 2nd by Celia C.
Vote: Motion carries unanimously. Brandon F. and Grant C. abstaining (not present).**

Kris Kutchera gave the Presidents Report / Month in Review:

- August has been a busy month completing construction, starting venue rentals (before completing construction), defining and launching the junior fall season, and prepping for Dream Big.
- Jennifer and Lindsay will cover Dream Big and venue rentals later this evening.
- Construction and all punch list items will be complete this week. Kurt and I will review the final financials with Clark Construction in mid-September.
- A list of additional items has been identified that were not in scope for Clark Construction but important to BIR operations going forward. These items are being prioritized by the Construction Design Team (Jennifer, Lindsay, John, Kris) and will be addressed pending available budget.
- Input from the Junior Spring Survey was incorporated into the definition of fall season by Judy, Joanie, Andrew, Bruce and the junior coaches. We have three main focus areas for improvement: communication, coaching and culture. Lindsay, Chelsea, Sue and Dalreen will work together to centralize communications for information relevant to all teams. Bruce has recruited two experienced coaches to increase coaching support for the varsity boys team. As

for culture, we'll ask for your input on the new Code of Conduct tonight. Junior registration opened last Thursday.

- For adult programs, Kim and Judy are working with Redge, Bruce and the adult coaches and coordinators to review survey feedback and develop a plan for improvements over the next month. Kim is already improving communications with creation of an online comment box for feedback.
- Laura has been busy planning a fun and informative Safety Day this Saturday. So far 39 rowers have signed up, including 10 from KRA.
- Mark your calendars for December 2, when we are tentatively planning a strategic planning workshop led by Jill for those who want to attend.

Treasurer's Report on financials – by Melanie Edenholtm

- Need to clean up reporting of coaches' hours; still working on accounting from Jr Nat'ls; hoping for another nice donation this year before billing
- Working on new 2023 forecast based on recent fee increases. Jr fee significantly higher (\$171 vs \$60) than budgeted due to addition of regatta expenses. Elevate fee \$60/varsity kid for pre-winter training was not included in the calculation, though it should have been.

Business Director Report – by Lindsay Browning

- Event venue rentals: lots to report. Lots of complexity due to ongoing construction. Big milestones: moved in many 'big items' e.g. tables, chair, AV; kitchen items mainly for rentals. (BIR-provided tableware etc. resonates very well w prospective renters.)
- First evening event was a wedding rehearsal dinner for an alum family and it went very well. (Also was a good dry run.) Andrew B. took pictures which shows off the space well and are now good material for marketing.
- Word is getting around: bookings already for March, May, June, next Sept. Next year's price will be higher. Bookfest, October Moonlight Market (could be real debut to public).
- Need to work out how to coordinate events with rowing programs so both succeed: expect growing pains. Setting expectations that it's a working boathouse.
- Islanders are very excited about our new space. International Pickleball in board room same time Rotary in great room. BCF switched to our venue for major donor meeting. Would like Dream Big to be later next year (collides w back-to-school).

Development Report – by Jennifer Ames-Karreman

- Expressing appreciation for people coping with the delays in the construction, especially the electrical upgrade: we had little control, but everyone was resilient.
- Dream Big: registration is open. We will need volunteers. We tried to find a Chair but with no luck, so shared among the usual suspects.
- Regarding making Dream Big later next year - maybe a special event for masters rowers week prior to it? Sue Entress can connect with Kim D.

Code of Conduct discussion – led by Kris Kutchera and Judy Friesem

- Based on the results of both the junior and adult spring surveys and SafeSport incidents, it has become clear that we need to do a reset on expectations of how we treat each other.

- Seeing bullying, harassment; ignoring directions from coaches, chaperones. Has an impact on members (retention), staff, reputation. We have a Member Expectations document, but it is not being utilized.
- Judy worked with Kim, Andrew, and Joanie to draft a new Code of Conduct and we reviewed it with coaches this week. The intent is to meet with teams and have all members sign the new Code of Conduct. Intent is that if something is reported or observed contrary to the CoC, we will address it quickly. Requested Board input to finalize and roll it out with the start of fall season.
- Board input:
 - Remove reference to profanity (note: US Rowing policy can disqualify boats for profanity)
 - CoC applies to all members (and guardians if applicable)
 - Junior captains can help by role modeling expectations and providing feedback
 - Scope should apply to BIR activities or interactions amongst BIR members inside and outside BIR activities.
 - Regarding underage drinking, it would be ideal if kids would commit to behaviors as a team, however kids are not expected to report underage drinking outside of BIR activities.
 - Change prohibition on weapons to BIR sponsored activities
 - Add BIR purpose to the CoC,
 - Discussion of signing the CoC; how to track this, also promulgate the Expectations of Members.

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

Moved by Miren F. 2nd by Jennifer A-K.

All in Favor. Meeting adjourned to Executive Session.

Minutes Submitted by John Foy, Vice President.

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