

**Bainbridge Island Rowing
BOARD OF DIRECTORS MEETING
DRAFT MINUTES OF THE MEETING – 12/13/23**



Location: Boathouse and Zoom videoconference

Board Members Present: Jennifer Ames-Karreman, Jill Bamburg, Laura Bottger, Celia Clark, Kim Dalan, Melanie Edenholm, Mirén First (via Zoom), John Foy, Stacey Nordgren, Andrew Block, Grant Colburn, Kris Kutchera, Joanie Ransom (via Zoom)

Absent: Brandon Fleet

Quorum: Yes (13/14)

Others Present: Lindsay Browning, Bruce Beall, Judy Friesem, Kathy Kalstrup, Gabriella Pinto, Ben Drury, Dr. Fred Walters

Proceedings:

Meeting was called to order at 7:00 PM by Kris K.

Members “went around the room” with personal introductions to our guests and introductions of themselves by meeting guests.

MOTION to approve the Agenda.

Moved by Andrew B. 2nd by Melanie.

Motion passed unanimously.

Secretary sought approval of past minutes.

MOTION to approve October 2023 and November 2023 Board Meeting Minutes as submitted.

Moved by Jennifer A-K., 2nd by Melanie E.

Discussion or edits made: Laura B. presented a change to clarify the process of One Call for All donations.

Vote: Motion carries unanimously.

- Andrew B. and Celia C. abstaining from November approval (not present at meeting).
- Grant C. and Jill B. abstaining from October approval (not present at meeting).

Month in Review – Kris Kutchera

- Kudos to Jennifer Ames-Karreman, Lindsay Browning, John Foy, and our administrative staff for a hugely successful exclusive preview of The Boys in the Boat with almost 400 people! What an inspiration!
- We also had our first ever staff holiday party to celebrate and thank our awesome coaches and administrative staff. Many thanks to Lindsay for putting this together.
- The Holiday Open House generated great interest, and Lindsay is on track for strong Q1 special event bookings.
- Jennifer and the development team are working with a potential donor for a regatta sponsorship and re-engaging with Stan’s group. The year end giving cards have been mailed.

- News from the Crews, our “All things BIR” e-newsletter will go out this week. This publication will be quarterly, and content will be on the website. Thanks to all who contributed content and Lindsay for leading the effort. Lindsay is also working with Olivia Gangmark Strickland to simplify and update the website overall.
- Winter season is upon us with lots of enthusiasm around erging and strength training. Grant Dull has rejoined our adult coaching team.
- Judy Friesem worked with Andrew Block, Joanie Ransom, and Kim Dalan to compile member survey results and facilitate meetings with coaches to identify ideas for improvements.
- Chelsea Vessenes is spearheading the junior spring season planning process and registration will open in early January.
- Kathy Maher and Barb Shane are redesigning adult Learn to Erg and Learn to Row programs.
- Laura Bottger and the Safety Committee developed policies for flip tests, bright clothing, headlamps, minus tides, strength and mobility assessments and more!
- Danielle Steibe, new program coordinator, is working with Bruce Beall, Brandon Fleet, and others to organize the lower level and implement a new equipment repair process.
- Thanks to Bruce and the Development Team, our new launch is expected to arrive in February or March and we still need to raise \$3,500 toward the remainder of the electric motor. Also, a set of 8 skinny sweep oars were donated by a generous supporter.
- John Foy is addressing some facility repairs and obtaining estimates for the punch list of items remaining from the construction project.
- Jill Bamburg, Jennifer Ames-Karreman and I are working on an organization plan to address succession of key leadership roles.
- Kim Dalan and Joanie Ransom are managing recruiting efforts for the 2024 Board slate.
- In preparation for 2024 dues and fees increases, Kurt Frost is making plans to share the financial plan with coaches and members in January.
- Jill Bamburg is developing the plan for our Strategic Planning Workshop, which has been rescheduled for January 20 to allow broader participation of our members and coaches.

Financial Report – Melanie Edenholm

- January’s meeting and report to the board will be populated with most of the financials.
- To date:
 - expenses and salaries are tracking well with the budget.
 - winter conditioning numbers are less than predicted – would like to sleuth out reasons (cost or enthusiasm).
 - all outstanding revenue has been received.
- It has been made clear that Junior parents want to know expenses ahead of time so they can make decisions on participation; note that the financial team will do their best to get them info they need.
- **Scheduling of a Financial Meeting for all Members– led by Kurt Frost – will be advertised for January 17, 2024, at 6:00 -7:00 pm.**

Survey Results – Judy Friesem, Kim Dalan, Andrew Block

- Survey results were shared in the CR for the Board.
- Overall outcome: numbers are positive coming from the Juniors team with improvement seen over Spring season!
- Of note regarding the novice team – increasing comms with them is critical. Most don’t have any context for what to expect.

- Main takeaways – more information needed about fall v. spring seasons, improve communication, and work on culture, improvements have been made with coaches communication.
- Question – who gets to see the results of the survey? It goes to the Junior parent liaisons and Judy F. with a summary that is then shared with the coaches.
- Feedback is confidential, as it was presented to the parents/rowers who take it.
- Joanie and Andrew will send out a high-level summary to members and parents – indicating that we are working on what was said and that we are processing their responses.
- Currently, the coaches and liaisons are taking last springs’ survey and acting on that now as we approach this coming spring. Since spring and fall seasons have great differences in structure, the past spring survey is effective to address now as we move to spring 2024. The same will be done for this fall as we approach next fall 2024.
- Culture – appears another main theme in responses.
- Challenges raised regarding self-identify, neurodivergent, and trans athletes: trainings to work with these youth can be offered (Judy will take the lead on this). Is there anything from US Rowing that can help us navigate this well? How do we adapt what is available to BIR and our needs/community. Pocock Foundation has resources that may be available.
- Grant C. – acknowledges that acceptance is not going to come as easily to all junior rowers, yet this is a topic is of importance. He stresses that this needs to be reinforced and worked on continually with his teammates.

Survey Results for adult team– Kim Dalan

- Competitive team continues to have challenges that were raised in this survey by several.
- Noticed that communications have been improved.
- Safety concerns raised included: aging rowers, darkness, handling equipment. Expressed there are many things that are already being handled.
- Main themes raised in survey responses – coaching and culture:
 - Coaching – additional coaches are needed; seeking dedicated support for our novices; a perceived exclusive line up system is in place; perceived imbalance in our coxing rotation; transparency and subjective reasons needs to become; in general, our coaches need more support.
 - Culture challenges – working on shifts to being more respectful toward each other, coaches, and coxes.
 - Biggest shift between spring and fall – not so much about novice rowers feeling excluded, but about everyone needing to understand and know more about line ups, and situations.
- Survey response rates – pleased with numbers that participated.
- Bruce B. indicates that this is every clubs’ challenge—reaching our common goal of finding ways to be all inclusive and to solve these problems together.
- Discussion around athlete self-assessments and how these can be used by Junior rowers as well as adult rowers. Consider if we can empower BIR coaches with athlete self-assessment?

Judy F. and Grant C. leave the meeting at this time.

Organization Structure and Succession Planning – Jill Bamburg

- Jill presents 3 scenarios of club management structure:
 - Current structure on 12/12/23 – presents roles of existing officers, staff, and any staff structure that reports to them.

- **Post – Election Structure (3/30/24)** – newly elected president and changes in VP, development officer, others. Moving toward enabling the President to focus on org overall and the VP on programs. Kris K. plans to stay on in an advising role – and going to advise the new VP and “proceduralize” and simplify the structures. Development – so much effort going into the building/capital yet there is a need for volunteers to raise funds for operations and others to do the capital fundraising.
- **Post-DOR Hire (7/1/24)** – per Bruce B. it’s likely a new DOR would begin end of June 2024. One goal of the new structure is to reduce the number of direct reports under the President and move much to the paid position of DOR. The VP might also consider being President-elect. We do not have the money to hire an Executive Director. The Past-President could remain on the board as a member-at-large. DOR recruiting will begin in January.
- Discussion – Safe Sport coordinator role has gained much depth this past year. Judy F. is doing an excellent job with our members. John F. has done an excellent job of getting this building up and running. Consider changing/improving the title of Safe Sport coordinator – should be Minister of Culture! –to better reflect the breadth of what Judy F. has done in this role. It is far beyond only Safe Sport compliance only.
- BOD members express appreciation for Kris K. over the past years for her multiple roles – including that in the construction.
- Relating to the Board Committees – questions arose as to how they fit into the organizational roles presented in these slides. E.g, the Safety Committee, Development Committee, Dream Big committee, Finance Committee (Kurt F.) - these should be reflected in the final organizational chart. They do intertwine with this org structure and could perhaps connections can be shown in these slides in the future.

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

Moved by Kris K. 2nd by Jill B.

All in Favor. Meeting adjourned to Executive Session at 8:40 pm.

Minutes Submitted by Stacey Nordgren, BIR Secretary.

-END-