

FINAL

**Bainbridge Island Rowing
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING –
FEBRUARY 28, 2024**



Location: Via Zoom Videoconference only

Board Members Present: Jennifer Ames-Karreman, Laura Bottger, Andrew Block, Grant Colburn, Celia Clark, Kim Dalan, Melanie Edenhalm, John Foy, Kris Kutchera, Stacey Nordgren. Jill Bamburg arrived at 8:15.

Absent:, Mirén First, Brandon Fleet, Joanie Ransom

Quorum: Yes (11/14)

Others Present: Lindsay Browning, Bruce Beall, Kathy Kalstrup, Ben Drury, Gabriella Pinto, Timothy Rodgers.

Proceedings:

Meeting was called to order at 7:17 pm by Kris K.

Members and guests went around that room and introduced themselves.

MOTION to approve the Agenda made by Kris K.

2nd by Andrew B. Motion passed unanimously.

Secretary sought approval of past meeting minutes:

MOTION to approve January 24, 2024, Board Meeting Minutes as submitted.

Moved by John F. 2nd by Laura B.

Motion passes unanimously. (Celia Clark abstaining as not present at previous meeting.)

Kathy Kalstrup leaves the meeting.

MOTION: Approve Kathy Kalstrup to fill the Board position vacated by Marc Stewart.

Moved by Kris K. 2nd by John F.

Discussion: Kris presents Kathy's credentials as a COO by profession, stressing that expertise in this role is greatly desired by BIR at this time and Kathy would be an asset as a Board Member. She is also interested in becoming the next VP of the board (with the new structure of this role operating as a COO). She is already enthusiastically engaging in this sort of work for BIR. Kathy is being nominated to replace Marc Stewart's vacant seat for the remaining month of his 2024 term. Adding her now is strategic so that she can continue her work in an official capacity.

Vote: Motion carries unanimously. Welcome Kathy!

Kathy returns to the meeting.

Monthly Report by the President – Kris K.

- Spring programs are starting up and thankfully registrations are close to budget with the exception of the novice girls team with only 5. Bruce later corrects that this number is now at 8 novices.

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- The pipeline for adult Learn to Row is promising with 40 people already expressing interest.
- Jennifer worked with Helpline House to re-establish the process for financial assistance, which is especially important considering our fee increases this year. She also learned that the YES Fund through BHS and sponsored by Bainbridge Community Foundation is another financial assistance option for BHS students.
- We anticipate 18 individuals needing financial assistance this year and extra effort will be needed to raise additional funds for scholarships. Lindsay, Mary, Kim, and Jen Colburn spearheaded BIR presence at Chilly Hilly and raised \$1,700 for the scholarship fund.
- 60 BIR members volunteered for our work party with Bainbridge Parks and Rec Foundation and generated \$1,600 to offset some of the upcoming season regatta travel costs.
- Bruce has hired four additional coaches for the adult program: Ed Ives, Alec Vassiliadis, Dee McComb (volunteer), and Russ McComb (volunteer).
- We've also got a great lineup of Junior coaches for spring season: Varsity Boys - Bruce with assistants John Michael Najarian and Greg Nadal, Varsity Girls - Chelsea and assistant Mary Alice, Novice Boys - Tim Goss with assistant Addie, Novice Girls – Sue, and 8th Grade – Kristen with assistant Tim Fowler.
- Bruce hired Mike Kalstrup as our maintenance lead aka boatperson. Mike hit the ground running and has cleaned and organized much of the lower level, and worked with Brandon, Marc Stewart and other volunteers to prepare the equipment for the start of spring season.
- Thanks to grants from Bainbridge Community Foundation, Rotary, One Call For All, and private donations a new Stillwater Launch has arrived and the new locally made Pure Watercraft electronic motor that will power the launch arrives in a couple of weeks!
- Other equipment grants are in the works for Bainbridge Community Foundation and Archibald Foundation.
- Lindsay is making progress filling the 2024 venue rental calendar and now is a great time to remind friends, neighbors, and colleagues about booking events.
- Kathy Kalstrup is leading a group to define how best to use and equip/furnish space in both the lower level and the office. She purchased initial office furniture, which was assembled by a team of junior parent volunteers led by Joanie and arranged by Jennifer and her husband Frank.
- Kathy is also helping with private boat storage agreements and will work with John on support with facilities management processes.
- John worked with a contractor to complete some construction punch list items (fire extinguishers, restroom signage and ramp in the chair storage area) and he is obtaining estimates for the rest.
- Two beautiful hand-crafted benches with rowing inspired quotes are now installed in the rowing center restrooms. Many thanks to the talented and dedicated team who designed, produced, installed them, and donated countless hours of their time to make them possible: Maggie Smith, Ann Livengood, Alec Vassiliadis, and John Christiansen. The “all donor installation”, the PNW History Wall tiles, and Oar Display are all in production.
- Coaching job titles and descriptions have been developed to clarify expectations.
- We have processed staff raises in line with new job titles and the budget.
- Jill, Kathy, Jennifer, and I have been working on the new Director of Rowing job description and search process, with a goal of hiring someone by June.
- Kim and Joanie have recruited an impressive slate of candidates for our members to vote on in the March 13 Annual Meeting.
- Jill drafted the Strategic Plan compiled from input from the January 20 strategic planning workshop. We will review with the Board and other constituents before presenting it to members at the Annual Meeting.

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- Jennifer and Lindsay are kicking off discussions around Dream Big.

Financial Report – Melanie Edenhalm

- Note that BIR will not have to pay tax on the new launch since it has an electric motor.
- Bank balances are all in the BLACK.
- Head counts are close to budgeted.
- Scholarships – working with Helpline House successfully to address everyone that is seeking financial assistance with their dues and fees.

Bruce B. presents that the Pocock Foundation Breakfast is coming soon and encourages our attendance. He will resend a link to register.

Business Director Report – Lindsay Browning

- Chilly Hilly presence by BIR was notable this year. Originally, the chili feed was a BIR endeavor; now taken over by the Senior Center. The optics were excellent for BIR and helpful as we increase our positive presence in the community.
- Lindsay gave a business overview of the 2024 Venue Rentals, including conversion rates and year to date bookings.
- Board Business Development Challenge: each BOD member to refer at least ONE new individual for a tour of the Rowing Center by 9/30/24!

2024-2027 Strategic Plan – Jill Bamburg

- The plan has been posted online as a google doc for the board to review and comment. Thanks to the Board members (specifically Kim, Andrew, Kris, Kathy) that have spent significant time offering edits for consideration.
- Next steps – the goal is to finish edits by the end of next week. It will then be packaged and presented to the membership at the Annual Meeting on 3/13/24, at which Jill will have a pre-prepared presentation to be shared (in her absence).
- Jill expects that the Plan will go to the Board for a Vote in March.
- Kris asks if the board members need more time to review and provide feedback.
- The Community Outreach section garnered some discussion; as it seems to need more depth, in particular the Vision section needs clarification. Jill and Jennifer agreed to meet and discuss this section further.
- Collaboration is needed with other Kitsap County players and coastal rowers, including Sound Rowers.
- 5 Values are read: Community, Fitness, Commitment, Excellence, and Environment.
- Discussion over concerns raised about the native ancestral land acknowledgement and its place or not within our Strategic Plan, and within our stated Environment Value.
- Jill can accept additional comments through the end of next week.

Parking issue – Kris K.

- The City Council is considering eliminating parking permits for the area surrounding the rowing center thereby limiting parking to 2 hours. This change threatens the viability of our junior program, where students spend 3.5 hours after school. John F., Sue Entress and Grant Dull attended last night's City Council meeting to weigh in on the conversation.
- Next steps: Grant will form a small group including Jill, Sue and potentially others to address this issue. To assist with the strategy, please inform Grant if you know City Council representatives.

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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 8:43 pm.

Guests departed the Meeting.

Minutes Submitted by Stacey Nordgren, BIR Secretary.

-END-