

Bainbridge Island Rowing
BOARD OF DIRECTORS MEETING
MINUTES OF THE MEETING - March 26, 2025

Location: Zoom



Board Members Present: Jennifer Ames-Karreman, Andrew Block, Sheelagh Carleton, Kim Dalan, Brandon Fleet, John Foy, Kayla Holbeck, Kathy Kalstrup, Kris Kutchera, Eric Ludwig, Lisa Mudgett, Paige Murphy, Gracie Payne, Gabriela Pinto

Absent: Ben Drury, Drew Marlar, Scott Roesch

Quorum: Yes (14 /17)

Others Present: Walker Hauptman, Amanda Pekasky, Shawn Parks, Mary Agliam

Proceedings:

Meeting was called to order at 7:19 PM by Kathy K

Attendees went around the room and introduced themselves.

Secretary sought approvals from the Board:

MOTION to approve the Agenda.

Moved by Kathy K. 2nd by Andrew B.

Motion passed unanimously.

Secretary sought approval of past minutes and other business:

MOTION to approve the Feb 17, 2025, Executive Committee Meeting Minutes.

Moved by Kathy. 2nd by Kris.

Discussion: None.

Motion carries. Abstained: Kayla, Eric, Lisa (not board members at time of meetings)

MOTION to approve February 26, 2025, Board of Directors Meeting Minutes.

Moved by Kathy. 2nd by Kris.

Discussion: Minor wording amendments proposed and agreed.

Motion carries. Abstained: Kayla, Eric, Lisa (not board members at time of meetings)

MOTION to approve the Feb 26, 2025, Executive Committee Meeting Minutes.

Moved by Kathy. 2nd by Kris.

Discussion: None.

Motion carries. Abstained: Kayla, Eric, Lisa (not board members at time of meetings)

MOTION to approve the March 12, 2025, Annual Member Meeting Minutes.

Moved by Kathy. 2nd by Kris.

Discussion: None.

Motion carries. Abstained: Kayla, Eric, Lisa (not board members at time of meetings)

Proceedings

Welcome New Members

- Introductions
 - Full group introduced themselves
- Onboarding plans
 - New and existing board members should read bylaws, strategic and operational plan, confirm they are up to date in SafeSport, their background check is complete, and conflict of interest forms are signed.

Kathy K sought approval of officers and executive committee members:

- Officers
 - President – Kathy Kalstrup
 - Vice President – Drew Marlar
 - Treasurer – Scott Roesch
 - Secretary – Kayla Holbeck
 - Safety – Ben Drury
 - Development - Jennifer Ames-Karreman & Gabriela Pinto co-officers
- Executive Committee (EC) members
 - Officers
 - Past President - Kris Kutchera

MOTION to approve the Slate of Board officers & EC

Moved by Andrew. 2nd by Jennifer Ames-Karreman.

Discussion: None.

Motion carries.

Kathy K sought approval of other committees and roles:

- President confirms other committees, chairs and other roles (document)
 - Equipment Committee – Brandon Fleet chair
 - Facility Management Committee – John Foy & Eric Ludwig
 - Adult Program Board Liaison – Kim Dalan
 - Juniors Program Board Liaison – Andrew Block & Lisa Mudgett co-liaisons
 - Junior Representative – Gracie Payne (through 6/14/2025)
 - Past President – Kris Kutchera
 - Community Engagement Committee – Amanda Pekasky chair
 - Dream Big Committee – Jennifer Ames-Karreman & Amanda Pekasky facilitators
 - Nominating Committee - to be formed in October board meeting
 - Other development subcommittees TBD later

MOTION to approve other committees, chairs and other roles

Moved by Andrew 2nd by John

Discussion: None.

Motion carries.

- Board Roles and Responsibilities
 - A draft of new and existing board members duties was shared, highlighting next board meeting will include a Google Drive orientation for board members.
 - New habit for monthly financial meeting to review P&L
 - Kayla should confirm with Amanda what she needs from Secretary
 - Executive Committee convenes as needed, with time held monthly
 - Safety policies are under review to condense to a one-pager with a supplemental guidance

Committee Structure

- Committees
 - John recommended Danielle, Amanda and he discuss getting organized via a list of services and who is responsible and where the information exists (things like who tests fire alarm, who ensures internet access, where the login info is, Dream Big software, etc.)
 - Amanda's Operating calendar proposed as a suggestion for some of these things
 - Action item: John sit with Danielle to start documenting
 - Volunteer committees are humming along well

Dream Big Theme Ideas - Shawn Parks (Guest)

- Jennifer Ames-Karreman introduced topic on Dream Big 2025 (Nov 8, 2025) based on lessons learned from 2024
 - Goal of wanting to expand the experience of Dream Big and make it more approachable, and make it feel more accessible to everyone and as though folks are a part of the event.
- Presented two concepts with assistance of Shawn Parks
 - Grounded within three key concepts: Inclusion, teamwork, supported
 - Jennifer Ames-Karreman mentioned BIR's 25 anniversary coming up in Jan 2026 and how Dream Big can help build to that.

Operations Reports

- Amanda
 - First Swing Dance event drew 60 attendees and raised nearly \$900 for the scholarship fund. Attendance included BIR members and broader Bainbridge Island community members.
 - Next Swing Dance events scheduled for April 21 and May 4. Exploring a 3-event series to establish a recurring monthly event.
 - Grant updates:
 - BSF grant submitted to support a new launch.

- Aging adult grant submitted by Lisa; additional grant work underway by Amanda and Jennifer.
 - o Ongoing discussion regarding lawn use—more information to come.
 - o 11 new venue rental inquiries in the past month: 8 active, 1 declined, 1 confirmed booking.
 - o Q1 venue rental performance exceeds previous year; Q2 is on track to match last year's numbers.
 - o 2026 pricing not yet finalized; currently promoting 2025 rates for early bookings.
 - o Annual Report preview shared: highlights 2024 accomplishments and organizational impact.
- Walker
 - o Junior program enrollment is slightly under target, but 8th-grade participation is above projections.
 - o Junior rower development ongoing with clinics on coxing, 2K strategy, and nutrition.
 - o Park clean-up organized by Joanie and Andrew raised \$1,700 for the scholarship fund.
 - o Monthly P&L reviews implemented to better align spending with budget.
 - o Equipment Repair & Maintenance budget is \$48,000 for the year; \$8,100 spent to date, leaving room for year-end expenses.
 - o A trailer incident resulted in two boats being totaled; no injuries reported. One boat was insured; the older boat was not. Trailer has since received a full overhaul.
 - o Adult Learn To Row sessions underway.
 - o Coaching development initiatives in progress.
 - o New boat dedication scheduled for Sunday, March 30. Boat to be named the *John Foy* in honor of John Foy's many contributions to BIR over the years.

Miscellaneous Board Items - Kathy

- Email changes discussed around BOD members getting an email with the @bainbridgerowing.org domain if preferred vs using their personal emails.
- Safety Policy Work Update
- Meeting with Mayor Mathews
 - o City confirmed adjustment to local parking limits back to 3 hours.
 - o Productive meeting held with the Mayor to discuss opportunities for deeper community and civic engagement.
- Board meeting schedule
 - o BOD meetings will continue on 4th Wednesday of the month
 - Nov & Dec would be 3rd Wed (Nov 19 and Dec 17)
 - Confirmation to come back in October
- Kathy suggested getting a plan together for a rhythm on which committees present to the board when and outlined April meeting high-level planning.

MOTION to adjourn the Regular Meeting.

Moved by Kathy. 2nd by Andrew.

All in Favor. Meeting adjourned at 8:53 pm.

Minutes Submitted by Kayla Holbeck, BIR Secretary.

-END-