

**LONG BEACH ROWING ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS**  
**February 3, 2009**

Officers Attending: President, Jim Litzinger  
Vice President, John Nunn (Dir. So. CA Row. Fdn.)  
Treasurer, Katrin Gleie  
Secretary, Don Bogart  
Boat Captain, A. C. duPont

Directors Attending: John Van Blom, (Dir. So. CA Row. Fdn.)  
Scott Renner  
Tom Whinfrey  
Larry Hambleton

Projects Chairperson:

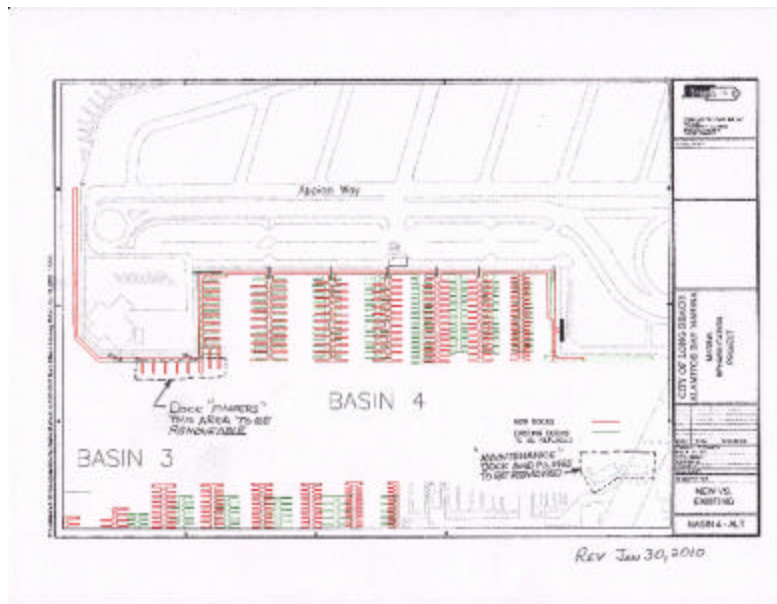
Visitors/ Members: Brandin Grams, General Manager CSULB Crew  
Keith Johnson, President Long Beach Junior  
Crew  
Jack Nunn, LBRA Member, Powerhouse Fitness

City Liason Officer:

The meeting was called to order by the President at 7:45 p.m. The minutes from the January 6<sup>th</sup> meeting hadn't been transcribed.

**President's Report**

- Jim Litzinger said the Juniors had been billed for cameras installed in their bay.
- Powerhouse Fitness will pay on the first of the month for the previous month's Rowbics class use of the boathouse. Rowbics still owes for five month's rent including for the month of January.
- Jim and Katrin said we are determining what we owe on boats for our balance sheet liabilities. We have filed our state and federal income tax forms for all missing years and will file the necessary 2009 forms by May.
- Our officers and directors liability insurance had lapsed but is now back in effect.
- The Board approved the following drawing as representing a compromise acceptable to LBRA relative to the Marina Rehabilitation Project.



### **Treasurer's Report**

- Katrina presented four documents to the Board:
  - Long Beach Rowing Association Profit & Loss October 1, 2009 through February 3, 2010.
  - Long Beach Rowing Association Profit & Loss January 2010.
  - Long Beach Rowing Association Balance Sheet as of January 31, 2010.
  - Estimated Annual Essential Operating Expenses October 2009 to September 2010.
- John Van Blom made a motion seconded by Don Bogart and approved by the Board that we pay \$15K of the principal borrowed for boathouse construction back to the creditors.

### **Boat Captain's Report**

- A.C. described progress on a chain system for cleaning mussels from under the dock.
- A.C. stated the progress of repairs on club boats.
- A.C. told coaches that round concrete blocks with poles in them should not be taken to the dock because the blocks could be a hazard if someone were to fall on one of the poles.
- Jim Litzinger asked that coaches be advised to assure that water bottles don't accumulate on the dock.

### **Old Business**

- There were a number of action items closed at the previous meeting. However since the minutes from that meeting weren't available, it was decided to wait until the minutes from that meeting became available or until the next meeting to determine which actions had been closed and what their dispositions were.

### **New Business**

- Jack Nunn asked to add a Wednesday 10:15 AM Rowbics class to the boathouse schedule. John Van Blom made a motion seconded by Katrin Gleie and approved by the Board to add this class to the boathouse schedule.
- Jack Nunn also indicated he would bring new weights to the boathouse to be used for Rowbics workouts, but available to all when not being used for Rowbics sessions.
- Brandin Grams said that on March 20<sup>th</sup> there would be a CSULB Rowing scrimmage with Loyola.
- Keith Johnson said there would be a Presidents Regatta on February 13<sup>th</sup> in which the Juniors would be hosts for seven southern California rowing clubs.
- Keith also indicated there would be a Calcup Regatta on March 13<sup>th</sup>.
- Brandin and Keith are progressing toward an agreement for sharing common areas of the boathouse.
- At 9:20 PM a motion was made to adjourn, which was seconded and passed.

**Action Items**

	Date	Action	Actionee	Status	Due Date
8	11/05/08	Give checks for 10N and Boathouse maintenance to John Nunn. 1/6/10: Copy of invoice, checks both front and back and provide to John Nunn. John will write to City to provide reimbursement with the Capital Improvement funds.	Sabrina Aris-Guentz	Open On 5/3/09 Sabrina said all records are in the boathouse "laundry room" arranged by year and month. 8/5/09, AC is to give John Nunn access to room. See 1/6/2010 Note.	<del>11/19/08</del> 4/7/10
12	12/03/08	Send request for payment which hasn't been received by CSULB for ergs.	Brian Counter	Open	01/07/09
14	01/07/09	Bill CSULB for an annual \$1,000 erg maintenance fee in lieu of the college purchasing their own ergs for 2009	Sabrina Aris-Guentz	In progress (Generate invoice for this and either get payment or write it off.	2/04/09
17	01/07/09	Add agenda item to discuss credit card billing.	Jim Litzinger		2/04/09
20	05/06/09	Get LBRA's tax status finalized.	Jim Litzinger	Open	6/3/09
24	06/03/09	Contact Rita Hayes with CSULB and submit a Request for Payment	Jim Litzinger	Open	7/1/09
26	8/05/09	Review new LBRA Website and respond to Liza with comments.	All	Open	8/12/09

	Date	Action	Actionee	Status	Due Date
27	8/05/09	Look at proposed Code of Conduct and e-mail back to Jim by August 12 <sup>th</sup> .	All	Open	8/12/09
28	9/09/09	Ask Liza to get with Terry McGuigan to finalize plans for the Bay Series.	Jim Litzinger	Open	9/16/09
29	11/04/09	Report on status of audit	Tom Whinfrey, Andrea Arriola, Scott Renner	Open	1/6/10
30	11/04/09	Report on status of "Treasurer's Guidelines" document.	Tom Whinfrey, Andrea Arriola, Scott Renner	In Progress	1/6/10
32	11/04/09	Determine if the college wants security cameras installed in its bay.	Brandin Grams	In Progress- Get prise on 2 cameras	12/2/09
33	11/04/09	Proposed a strategy for providing coaches to members of various skill levels wanting further training.	Kristina Duggan, Bill Eldon, Renn Levy, Jim Litzinger	In Progress (Met early in December, need to compile notes.	1/6/09
35	12/02/09	Recommend an amount for repayment to LBRA's loan holders, possibly using some of the money in LBRA's investment account.	Katrin Gleie	Open, Update, 02/03/10, pay creditors \$15K and determine if we can pay more next month	03/03/10
36	02/03/10	Contact Lions about \$435.00 owed to LBRA for Lions participation in Christmas Regatta.	A.C. duPont	Open	03/03/10
37	02/03/10	Add picture of late LBRA member Monica Havelka to our photo gallery.	A.C. duPont	Open	03/03/10
38	02/03/10	Obtain membership information from A.C. for budget forecasting.	Tom Whinfrey	Open	03/03/10

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39	02/03/10	Go through files and find receipts for work done at the boathouse during the last year.	John Nunn, A.C. DuPont, Jim Litzinger	Open	03/03/10
40	02/03/10	Jim is going to talk to the City Liaison Officer about funding proposed infrared lighting to install in the bathrooms and bays. The cost would be around \$11,000 for the bays and \$1100 for each bathroom.	Jim Litzinger	3/3/10 In progress.	TBD
41	02/03/10	Jim Litzinger to furnish Andrea Arriola with the tax information we do have.	Jim Litzinger	In progress	12/12/09

The meeting adjourned at 9:30 PM.

Respectfully,

Don Bogart