

LONG BEACH ROWING ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS
November 3, 2010

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

Directors Attending: John Van Blom (Dir. So. CA Row. Fdn.)
Kristina Duggan
Dan McGill
Larry Hambleton

Members: Terry McGuigan, Tricia McGuigan, David Kline,
Jack Nunn (owner, Powerhouse Fitness), Jan Mazgajski,
Filip Reinis(Secretary LBJC), Keith Johnson (Pres.LBJC)

Guests: Alfredo Montenegro (LBJC head coach), Brandin
Grams (CSULB crew business manager), John
O'Donnell (CSULB boatman)

The meeting was called to order by the President at 7:35pm and minutes of the October meeting were approved.

President's Report

- Jim Litzinger reported that the refurbishment of the lighting in the bays will go forward this month. The contractor should spend approximately one day on each bay, running new lighting up the center in each bay. Electrical fixtures and motion sensors will also be installed in bathrooms and at the podium, along with a few new plugs. The project will cost \$11K +.
- The President reviewed the current definition of family membership at LBRA (see rules). Terry and Tricia McGuigan asked that young adult membership age limit be raised to 27 to align with USRowing definition of a master. After some discussion of dues level, remaining building debt, previous abuses of family membership, and difficulty of monitoring the status of dependent adults at home, the issue was tabled until next meeting. A payment of \$35 by the McGuigans will enable Rachel McGuigan to row for this month.
- Dan has paid full invoice from LBJC (see appended copy of invoice and check). Jim stated that a retraction letter against any lawsuits was still required and both Dan McGill and Keith Johnson agreed upon this. Dan McGill will issue retraction letter this week and inform AC when done. Dan gave Keith Johnson copy of the bill of sale, which will be revised to eliminate mention of LBJC.

- The President related that Victoria has not paid another installment for membership. Jim will voice & e-mail Victoria that she needs to pay LBRA \$500 for her membership and to clear her debt or be out of the club. (Katrin Gleie related that Victoria's earlier check for \$148 which was deposited yesterday has cleared.) Victoria has missed 5 months of payments to start retiring her debts to LBRA. Her membership will be suspended if she does not pay \$100 by Monday, after that she will need to pay \$500 to be reinstated
- With respect to the office in bay 3, Rob or Danny from the CSULB team will give keys for upper & lower cabinets to Alfredo Montenegro and LBJC will be allowed to use one desk
- An 18yr. old on LBJC team, who is also an LBRA member, rowed as "unaffiliated" in the Head of the American last weekend. This had some repercussions with LBJC coaches and the LBJC board. However it was shown that no LBRA coaches or members had asked the rower to race at the event or to race as LBRA and the LBJC boy's coach had full knowledge of the rowers' intention to race the event (contrary to statements from the LBJC president), therefore the matter required no action or further discussion by the LBRA board.
- Saturday, Nov. 13th will be CSULB's College Invitational Regatta, with about 7 colleges set to participate. The college has a plan for parking and traffic control and Powerhouse Fitness will not be interrupted. Other groups using the boathouse have been informed. Stadium has been rented by college for the morning of the 13th and LBRA will put up signs to notify membership of the racing schedule. (Nov 20th is LBJC ergathon.)
- Mark Sandoval called about the college trailer being left in the parking lot for several days after the Head of the American. Jim asked that trailers be moved quickly after unloading.
- Rachel Stortveldt's proposal to provide physical therapy services is still up in the air as neither party has ironed out details. Ian will discuss writing out the specifics with her within the week (rates, hours, specific services, % to club, etc.). The question arose as to whether any state inspection is required; this is an issue to be verified. Rachel will provide these specifics by next board meeting
- For the Christmas Regatta, Kristina Duggan will drum up volunteers in the next few weeks, with another person coordinating volunteers. Jim Litzinger is working on insurance and finding a chief referee as Renn Levy cannot be chief referee at present.

Treasurer's Report

- Katrin Gleie presented the Board with balance sheet as of end of Oct given (appended), with a profit and loss statement included. Recurring income from CSULB is on regular payment schedule. Renn's Xmas Regatta entries and Rowbics' debts are still outstanding. Extra donations from yearly membership have not yet been broken out.
- Katrin has obtained LBRA's articles of incorporation to assist Andrea Arriola and AC in obtaining federal 501C3 status. To finish the federal application, a form of 30 questions must still be completed. Andrea will

formally write the form – with club members and the board putting forth a collective effort to provide answers to the questions.

- The club's code of conduct is finished and will shortly be on the website and the club's bylaws will shortly be posted as well.

Captain's Report

- On driving back from the Head of the Charles, A.C. du Pont picked up shoes from Vespoli for club boats. In the month he will get the smaller white trailer in shape to use. LBRA will be sending boats to Marina del Rey, and NARF. The Hudson double which was repaired before AC left for Boston is broken again, as someone stood up in the boat. The club launches are in OK shape, but AC will try some modifications in the near future to avoid rudder problems.
- With respect to membership, Liza is preparing the list of members in arrears, to be sent out later this week.

New Business

- Jan Mazgajski inquired about concerns over his presence at the boat club. Jim stated that physical appearance may have been the source of some comments, but otherwise he and the rest of the club are glad to have Jan around helping.
- AC asked about use of Jack Nunn's model E erg. Jack stated that it's OK if anyone uses it (other than during Powerhouse class times).
- LBJC officers asked if their organization could purchase five new ergs and bring them into the erg/weight room. Jack Nunn proposed an arrangement between LBJC and Powerhouse Fitness whereby LBJC will initially purchase 5 ergs & Powerhouse will pay them off and eventually to own the ergs.. Powerhouse will allow all groups to use the ergs. The purchase is out of LBRA's hands, but the club will look after rotation of all ergs in and out as they age.
- John Van Blom proposed we buy a new fan standing fan as two are needed to cool the room on hot evenings. The board agreed to the purchase.
- Kristina Duggan brought up the organization of committees to work at club races and events, as suggested in an email from Andrea Arriola. Jim Litzinger went over the composition and duties of some of the current standing committees. Kristina and Jim will meet together to better organize these committees.
- Katrin Gleie stated that USRowing is hosting a fantasy camp soon; information on it will be put on the club's website.
- Brandin Grams will send Liza Luna information on the college's regatta so that she can write an e-mail blast to notify LBRA members.

The meeting adjourned at 9:37 PM.

Respectfully submitted,
Mary E. Perrot

Action Items

	Date	Action	Actionee	Status	Due Date
20	05/06/09	Get LBRA's tax status finalized.	Jim Litzinger Andrea Arriola, Katrin Gleie	Open, Taxes are up to date for this year, but 2003 has not yet been accepted by gov't. Andrea is writing responses to IRS questionnaire.	6/3/09
30	11/04/09	Report on status of "Treasurer's Guidelines" document.	Tom Whinfrey, Andrea Arriola, Scott Renner	9/8/2010, Scott to get copy of other non-profit Treasurer guidelines to use as an example. Katrin to check if Tom, Andrea & Scott are still willing to work on it (Nov) still open	4/6/10 5/5/10 10/5/10
45	4/7/10	Prepare small claims court paperwork for recovering \$5000 owed by Rowbics. On 5/5/10, it was decided to delay going to small claims court pending results of Rowbics bankruptcy.	Jim Litzinger	9/8/10 Victoria to repay at the rate of \$50/month (min). Victoria must pay \$100 by 11/8 or be suspended from the club.	7/7/10
46	4/7/10	Ask Renn for Christmas Regatta money	Jim Litzinger	e-mail acknowledged by Renn – checking her bank statements	5/5/10
53	6/2/10	E-mail Joe Juge and ask him amount he feels he is owed. We will review the answer and include the result of our review in our accounts payable.	Katrin Gleie, Jim Litzinger, Joe Juge	Open. 11/3/10 No feedback from Joe. Club feels he's owed \$13816.35	7/7/10

	Date	Action	Actionee	Status	Due Date
56	6/2/10	9/8/10 Maintain list of things that need to be done around the boathouse.	Jim Litzinger	Open. 10/5/10 1. Dan McGill gave Jim drawings to go to Mark Sandoval (widen sidewalk) 2. \$11K Estimate obtained for lighting upgrades. Work starts this month. 3. Repair 500 Meter Poles. No action 4. Bldg 3N @ Finish Line. No action	11/3/10
57	6/2/10	Talk to Mark Sandoval about shortening finger docks so that only the boats would have to be removed.	Jim Litzinger	Cat.37 docks will be 32ft., from Mark Sandoval. Need further discussion.	11/3/10
58	6/2/10	Call about dues to Janice Tomson , Susan Carle.	A.C. duPont, Jim Litzinger	Open 8/4/10 Jim to send Susan a letter. 9/8/10 pending AC's return. 11/3 all Susan's phone #'s disconnected.	7/7/10
59	7/7/10	Have new covers for boats fabricated. Covers are for boats when they are being trailered. 9/8/10 The covers heat shrinkable and are reusable.	John Nunn, A.C. duPont,	Open 8/4/10 John Nunn having covers made. 9/8/2010 AC will pick up in Santa Ana, Oct'10 In process, Nov'10	9/1/10
60.	7/7/10	Fabricate new slings	John Nunn with A.C. duPont and Scott Parsons	Open 8/4/10 Scott is sewing now. 9/8/2010 Pending Scott's recuperation of his arm injury. Nov'10 still pending Scott's recovery.	8/4/10
62	8/4/10	Get quote for new bay and sign-in area lighting and skylights.	Jim Litzinger	Open	9/1/10

	Date	Action	Actionee	Status	Due Date
63	9/8/10	Ask AC his ideas about how equipment in the storage yard is to be utilized. Post what we don't want on an R2K website	Jim Litzinger/AC duPont	Nov'10 – evaluations by AC on going	12/1/10
65	10/5/10	Negotiate logistics of physical therapy services to be offered by Rachel Stortveldt. Conduct phone vote for approval.	Jim Litzinger	Rachel will give a written reply in Nov '10 Determine whether state inspection needed.	11/3/10
68	10/5/10	Create budget for club's December holiday party	Christina Dugan	\$15/person. Invitation will be posted at boathouse. Actual budget depends on RSVP's.	11/3/10
69	10/5/10	Finish rowing safety/ rowing in low light conditions document. Finish water rescue procedure. Share both documents with LB Juniors	Larry Hambleton	Low light doc. complete and shared with Juniors. Water rescue doc. in process.	11/3/10
70	11/3/10	Christmas Regatta organization	Jim Litzinger/ Kristina Duggan	Kristina to find volunteers. Jim assign volunteers, get insurance and head referee	12/1/10
71	11/3/10	Purchase new standing fan	AC duPont or John Van Blom	Buy a fan similar to the upright fan in exercise room.	12/1/10

The meeting adjourned at approximately 9:37 PM.

Respectfully submitted,
Mary E. Perrot