

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

December 7, 2011

Officers Attending: President, Jim Litzinger
Vice President, John Nunn (Dir. SoCal Row.Fnd, Chairman of Board LBJC)
Treasurer, Andrea Arriola
Boat Captain, A.C. duPont
Secretary, Mary Perrot

Directors Attending: Pat Hayes, John Van Blom, Kristina Duggan, Dan McGill

Members & Guests

Attending: David Kline, Jean Genibrel, Vaughn Sherman, Randy Kerst,
Wendy Andersen, Bill Bater, Ian Simpson (ERG coach)
Keith Johnson (LBJC president), Filip Reinis (LBJC secretary)
Neil Irish (LBJC board)

The president called the meeting to order at 7:40pm. Minutes of the November 2011 board meeting were read and approved.

PRESIDENT'S REPORT

- Jim Litzinger reported that the Christmas Regatta went off OK. Future schedule changes will be reviewed with AC. Trash pick up went well to the point of compliments from neighbors. The club received compliments from many crews and we may host a social on Saturday evening if it's not Christmas parade night. Excess regatta merchandise will be sold at Bay Series this Sunday. A large box of regatta T-shirts in women's cut were given to LBJC, as they were sized too small for adults.
- Beach Sprints and Spring regatta are coming up; a tentative schedule is up for the Beach Sprints. The LBRA merchant account should be up before the Spring Regatta; Jim and Andrea will need to discuss the details.
- With respect to the college office situation, Jim related that the CSULB Judicial Affairs Office has written a final offer and clarified all terms (defined "desk and cabinet", side cabinet is not part of the agreement, but cabinet above and below desk is). All parties are clear on these terms. The LBJC board will vote tomorrow night on the college's offer. Club sees no issues with the college's offer.

TREASURER'S REPORT

- Andrea Arriola presented copies of the club's financial statements and P&L from the Christmas Regatta. Andrea stated that the club needs to keep good control and records of regatta merchandise for the club's tax return.
- On budgeting issues, Andrea stated that PO's for the website redo and new office computer are needed. David Kline, Katrin Gleie, and Andrea have obtained several estimates for the website work; \$3K seems a good estimate so far. By general acclamation, the board agreed to a PO of \$1K for the new office desktop for memberships & office business. Budgeting for the Spring Regatta will be about same as

for Christmas Regatta – less for T- shirts, try for more 8+'s in the 200m eents. (Note: break even is 144 shirts)

- With respect to various recurring issues, Andrea related that Powerhouse Fitness is paid up, but Rowbics is in arrears since July. Memberships are still coming in and the club's membership should surpass last year. On the Christmas regatta, the club grossed about \$20K so far, with the college still needing to pay for their entries. Long term debts detailed in the written report. The club still does not have an overall budget for the year; now have to do budgeting per project. Kristina Duggan asked if we could see skeleton budget from MK Kuner.

CAPTAIN'S REPORT

- On regatta issues, A.C. du Pont reported that a launch drivers' clinic was held the week before the Christmas Regatta. The clinic went well, but one launch would turn in only one direction. This brings to mind the need to buy another wakeless launch. AC knows of several local possibilities (Steve Guentz , USC) and he will approach each party asking for a price. A.C. will also to go to colleges coaches' meetings, to promote Spring Regatta, though the marina rebuild may pose some challenges for this year's 2K racing. For this Sunday's Bay Series, one person will be assigned to act as a safety marshall at the yacht club corner.
- A.C. and several club members helped with the Wounded Warrior event. The veterans really liked enjoyed rowing, so overall a very successful day.
- Concerning repairs and equipment, A.C. invested a good chunk of time in repairing Stampfli double. The new PM4 monitors seem really bulletproof and function well, but are about \$100 more expensive. Erg battery usage has gone way, way up lately, further increasing overall erg maintenance costs. Other factors have increased overall erg maintenance costs lately. Jim Litzinger stated that we need to recalculate erg costs and divide the cost up proportionate to usage by various groups. A.C. agreed to determine the new figures.
- Concerning erg slides, the LBJC slides are **not** being shared, they are locked up and taking up lots of space in the general use weight room. Jim Litzinger stated that equipment in the weight room is for general use by all groups, and if the LBJC slides are not to be shared, they must be moved out of the weight room. John Nunn stated that this is an item on the LBJC board meeting tomorrow.
- A.C. reported that LBJC purchased new boats, moved them into the boathouse without consulting him as Captain, even to the point of putting one in AC's single's rack and moving an LBRA boat to outside to put in one of their boats inside. All this was done without consulting A.C. or any LBRA officer. Directing his comments to the LBJC board members presents, Jim Litzinger reiterated communication between groups in the boathouse must be open – LBRA and the Captain particularly needs to know what boats are arriving!
- John Van Blom stated that LBRA had received a donation from Pat Grayson through the SCRF for \$300 in thanks to A.C. for his learn to row program.

MEMBERSHIP COMMITTEE

Kristina Duggan Kristina will put up updated list of membership within the week.

OLD BUSINESS

Action items reviewed see appended list.

NEW BUSINESS

- Concerning the Potomac BC members coming to LBRA to train for the NSR, Ian Simpson asked Kristina Duggan to do email blast seeking housing for Potomac rowers. LBJC will also email blast their parents requesting volunteers for housing, as well.
- David Kline reported from the committee formed to guide LBRA's website redesign. The group came up with objectives for the job and obtained quotes from three vendors, with one more to come. The committee will review the quotes, ask for best final quote and then will make a recommendation to board. Designers will show "look" concepts & give description of content (including migration). Selected designer's creation will be test launched for board, etc. A summary of the process handed out (appended) and Dave noted that the group is looking for not only at design but also at support.
- **According to John Van Blom the club will replace 8 ergs and is ordering 15 for the Beach Sprints, seeking to maintain a population of about 31 machines.**

At 9:20pm the meeting was adjourned.

Respectfully submitted,

Mary Perrot (Secretary)

Action Items

Yellow highlight = issue closed and will be removed in next minutes

	Date	Action	Actionee	Status	Due Date
53	6/2/10	Ask Joe Juge amount he feels he is owed. We will review the answer and include the result of our review in our accounts payable.	Jim Litzinger, Joe Juge	Open 12/11 Same. Club feels he's owed \$13,816.35 less costs for fixing windows and bathrooms.	7/7/10
56	6/2/10	9/8/10 Maintain list of things that needs to be done around the boathouse.	Jim Litzinger	Open. 12/11 1. Dan McGill will do engineering for wall extension. 2. Men's locker plumbing –Dan McGill will bring a new plumber.	11/3/10
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 12/11 Fabrication is in process, but Dan McGill will get a quote on purchasing covers.	9/1/10
62	8/4/10	Get quote for skylights.	Jim Litzinger	Open 12/11	9/1/10

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63	9/8/10	Ask AC his ideas about how equipment in the storage yard is to be utilized.	Jim Litzinger/AC duPont	Open 12/11. AC working on slotting boats in bays & will work on cleaning out container near trailers.	12/1/10
79	5/4/11	No Trespassing signs	AC du Pont	13/11 In progress, per Jim.	6/1/11
83	7/6/11	Checklist for new members	Kristina Duggan & AC duPont	12/11 In progress. Create checklist for new members	8/11
85	7/6/11	Launch replacement research	John Nunn, John Van Blom, Dan McGill	12/11 See Captain's report.	9/11
86	7/6/11	Contractor billing	AC DuPont	12/11 Some contractor bills will come in near future.	9/11
87	8/2011	Office agreement	John Nunn, Jim Litzinger	12/11 See minutes (President's report)	9/11
89	9/19/11	Computer & software for club's business and membership	Kristina Duggan & Jim Litzinger	12/11 See minutes, Treasurer's report	10/11
91	9/19/11	Merchant Account for club	Jim Litzinger, Andrea Arriola	Open 12/11 See President's report	10/11
92	10/5/11	Set up monthly Sunday clinics	Jim Litzinger AC DuPont All board members	Open 12/11 no date set for any actions.	11/11
94	11/2/11	LBRA website revamp	Board, Dave Kline, Andrea Arriola, Katrin Gleie	Open 12/11 See minutes, New Business	12/11
95	11/2/11	Communications to membership	Kristina Duggan	12/11 Ask for volunteers to house Potomac BC athletes	12/11
96	11/2/11	Erg slides	Keith Johnson, John Nunn, board	12/11 Johnson & Nunn ask LBJC coaches for OK to unlock erg slides. Erg slides to be moved otherwise.	12/11