

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

October 5, 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: Joan Van Blom, Jack Nunn

The meeting was called to order by the President at 8:45p.m. after the club's annual meeting. The minutes from the September meeting were amended and approved.

President's Report

- Jim Litzinger gave an update on obtaining 503c status for the club. Katrin Gleie and Andrea Arriola continue to work on fulfilling all requirements to obtain 503c status. Katrin will request from the state a copy of LBRA's articles of incorporation, a necessary part of the 503c paperwork.
- Concerning Rachel Stortvedt's proposal to provide physical therapy services, Jim related that questions on some questions about the proposal (insurance, for example) had been answered satisfactorily but the specific logistics needed to be worked out. John Nunn made a motion (2nd by Dan McGill) that Rachel Stortvedt be allowed to offer physical therapy services to the LBRA membership with the details to be negotiated between Rachel and Jim Litzinger in accord with her proposal on a probationary basis. The motion was approved unanimously.
- The President stated that Victoria Draper's LBRA membership will go forward as she will gradually pay off monies owed to LBRA.
- In the matter of the two Fillipi doubles, Dan McGill will donate the boats to LBRA through the Southern California Rowing Foundation. To complete the transaction, Dan will provide a bill of sale and a letter of ownership will be signed by Dan and the officers of both LBRA and LBJC.
- Concerning the college's office in bay 3, Jim reported that all parties concerned had informally agreed that the office is to be shared, and that all parties will try to get along so that everyone can perform their duties.
- Jim reported on several ongoing construction issues. In the Marina rebuild, docks for the Catalina 37's will be 32ft. per Mark Sandoval. Joe Juge still has not responded with an amount he feels LBRA owes him.

- On boat and equipment projects, A.C. will pick up the material for new boat covers so that fabrication can begin next month. The project to make new boat slings is on hold while Scott Parsons recovers from a hand injury.
- Jim will ask Renn Levy for the entry fees she owes from the 2009 Christmas Regatta. Back dues owed by Susan Carle and Janice Tomson are still open.
- The vending machine in the entryway will be removed on October 6th.

Treasurer's Report

- Katrin Gleie reported that the club has \$17K surplus in the bank, aside from new memberships. Katrin made a motion that \$5000 of the surplus be used to finish repaying Earl Johnson for funds lent to the club, and \$5000 each be sent John Nunn and Boris Beljak to continue repaying monies they loaned to LBRA. The motion was seconded by Dan McGill and was passed unanimously.
- Katrin will e-mail Tom Whinfrey, Andrea Arriola, and Scott Renner to ascertain whether they are still willing to work on the audit for the coming year and on the "Treasurer's Guidelines".

New Business

- Jack Nunn of Powerhouse Fitness has brought several new pieces of equipment into the weight room, and asked where the new erg boxes and foam ab devices could be conveniently stored. Erg boxes will remain under the trophy shelf and the foam ab devices will be stored on top of the lockers in the men's and women's lockerrooms. Jack stated that any recognized group at the boathouse could use this new equipment when not in use by Powerhouse Fitness.
- Concerning the building, within the week Jim Litzinger will be meeting with a lighting contractor to obtain an estimate for modeling lighting in bay 3 and other areas of the building. The capital fund has money to update the lighting electrical system, with any remaining monies going to windows and skylights in the bays. Jim discussed extending the concrete sidewalks in the yard with Mark Sandoval. Before moving forward with the extension, Mr. Sandoval wants to see a drawing of the project.
- Kristina Dugan has selected December 10 for the LBRA holiday party. She will draw up a budget for the event to present at the next board meeting. Jack Nunn stated that his business would contribute to the event so that the Powerhouse Fitness clients could also attend.
- Larry Hambleton has sent to the college crew and LBJC a draft of safety guidelines for rowing in the dark. The guidelines will be posted on the LBRA website. Larry is currently writing a water rescue procedure to give to LBJC, as well.

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, 8/4/10 Andrea said the gov't is processing the club's paperwork for a 503c exception. Katrin is obtaining copy of articles of incorp.	6/3/09
27	8/05/09	Look at proposed Code of Conduct and e-mail back to Jim by August 12 th . 9/8/2010 Liza to post on website	John Nunn Liza Luna	Open 03/03/10, Code has been finalized. John Nunn to e-mail final version to Liza. 9/8/10 John had e-mailed to Liza.	8/12/09 04/07/10 6/2/10
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	1/6/10 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/Don Bogart	6/2/10 Jim will contact Victoria to determine when bankruptcy will be complete. 8/4/10 Victoria going to court in Sept. 9/8/10 Closed. Victoria to repay at the rate of at least \$50/month.	7/7/11
46	4/7/10	Ask Renn for Christmas Regatta money	Jim Litzinger	Open	5/5/10
52	6/2/10	Determine if prices and noise level can be lowered on hallway vending machine.	John Nunn/ Jim Litzinger	Open 8/4/10 Jim to call Jack Nunn. 9/8/10 Jim to ask Jack. Removed Oct '10 Closed	7/7/10-

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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. 8/4/10 Katrin completed her action and Joe responded. Now pending call from Joe to Jim. 10/5/10 No feedback from Joe.	7/7/10
55	6/2/10	Construct retirement plaque for Phil Hester.	John Callos, Jim Litzinger- medals, Brandin Grams- broken oar	Open 9/8/10 Closed. John is sick.	7/7/10
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. Sidewalk widening in yard needs drawing to go to Mark Sandoval. 2. Estimate obtained in Oct'10 for boat bay lighting upgrades. 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. Closed	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.	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 reuseable.	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	9/1/10

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60.	7/7/10	Obtain quote for new material for 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.	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
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	Open	10/5/10
	Date	Action	Actionee	Status	Due Date
64	10/5/10	Obtain a copy of LBRA's articles of incorporation from the state.	Katrin Gleie	Open	11/3/10
65	10/5/10	Negotiate logistics of physical therapy services to be offered by Rachel Stortveldt. Conduct phone vote for approval.	Jim Litzinger	Open	11/3/10
66	10/5/10	Provide bill of sale and letter of ownership to LBRA for two Fillipi doubles to be donated by Dan McGill. Obtain necessary signatures.	Dan McGill (letters) Jim Litzinger (signatures)	Open	11/3/10
67	10/5/10	Send Earl Johnson, John Nunn and Boris Beljak each \$5K checks from LBRA's current surplus as partial repayment of building loans	Katrin Gleie	Open	11/3/10
68	10/5/10	Create budget for club's December holiday party	Christina Dugan	Open	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	Open	11/3/10

The meeting adjourned at approximately 9:45 PM.

Respectfully submitted,
Mary E. Perrot