

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

December 5, 2012

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

Directors Attending: Pat Hayes, Renn Levy, John Van Blom, Jill Gresham

Visitors/Members: Ketih Johnson (LBJC President), Filip Reinis (Secretary LBJC),
Rebecca Khoury (LBJC board member), Mark Sandoval (City),
Meghan Mandell (CSULB), Paul Wilkins (CSULB), Sherri Kline,
David Kline, Brandin Grams (CSULB Foundation),
Vaughn Sherman (Friend)

The open meeting was called to order by the President at 7:35pm and minutes of the November 2012 meeting were read and approved.

President's Report

- Jim Litzinger stated that 10N will be sectioned off to create a meeting room and storage sections for LBJC, CSULB crew and LBRA. Jim will go over plans for the project with Mark Sandoval and submit them to the city with costs sent to the appropriate City business manager. An internal load-bearing wall will be removed and Sandoval stated that the engineering costs fall on LBRA.
- Xmas regatta worked out well with all shirts sold, only a few bits of bad weather and a record number of entries. Jim and Renn will hold a wrap up meeting.
- The president turned the floor over to the Jill Gresham of the fundraising committee to report on plans for an event proposed for May to be held at The Wine Crush wine bar. The committee intends to hold a silent auction and requested the board's permission from the board to send out an appeal to the membership for items for the auction (approved by consensus).
- With respect to the dock rebuild, John Nunn has tried to contact Mark Lopez of the City on engineering and design. URS (Tonu Mets' company) will likely to do engineering; however they cannot commence work without approval from the City. Dredging issues may cause some delays; however, there does not seem to be a deadline for spending the allocated funds. Pat Hayes asked whether the new dock might be designed to accommodate more boats, and Sandoval stated that changes to the footprint would have to go through the Costal Commission, which may be a worth trying.

Treasurer's Report

- With respect to the 2011 tax returns, Andrea Arriola stated that she needed an inventory specifically to determine if there are JL goods or Spring Regatta t-shirts remaining. Two athlete applications for training support have been received (see written applications and proposals in the permanent records).
- Under receivables, \$3210 is owed from SDRC. LBJC has some amount due but has time, as does Powerhouse fitness. Thus far from the Xmas Regatta, \$16K in regatta entry fees and \$4K in t-shirts sales are on the books, with approximately another \$5K for outstanding regatta entry fees to come.
- Guillermo Ordenes created an interactive map of the Bay Series course that uses Google Earth. Andrea will post it on the website.
- Andrea needs an updated roster for USRowing data requests and fees. Both she and Jim will contact the old membership chair to obtain the current list.

Captain's Report

- The Captain reported that he commenced a thorough clean up starting at the dock, moving through the enclosure then into the bays, (with Bill Chinn helping in bays.) and now is onto 10N. When questioned whether a work party might not help with this cleaning, AC stated that he does not want to

have equipment, parts and tools moved to where he can no longer locate them after the cleaning process. Therefore work parties should be organized with that in mind (say painting walls rather than consolidating spare parts), and held away from regatta or travel dates.

- With respect to equipment replacement, the recently repaired V2 will still be rowable for novice rowers for another couple years. AC stated that the US national team has several used Empacher doubles, pairs and quads for sale that otherwise will be sent back to Europe at the end of the month. A quad and pair/doubles in the lightweight/midweight range are available for \$9K to \$15K. The board asked AC to make recommendations as to what to buy and asked Andrea to determine how much the club can prudently spend.
- AC stated that the club's weight bars must be replaced with modern bars with ball bearings; new York bars are about \$230-270. The Captain will look scout out various local vendors and report back in a couple weeks.
- Richard Dudash cleaned all the windows in the club last week. Many thanks to him!

Old Business

The action items list was reviewed, during which Keith Johnson agreed that LBJC will pay another third of the maintenance fee during the summer months. Pat Hayes asked Andrea Arriola to issue an invoice for the extra one third maintenance fee for two months in the summer of 2012. Johnson suggested that the LBJC treasurer and Andrea work together on the invoice. In the matter of the possible misconduct of an LBJC coach, the three LBJC board members present stated that without a police report number and officer's badge number they could find no more information. [LBJC had sent email acknowledgement of receipt of the letter reporting the possible misconduct; a hard copy is appended in the permanent records.]

New Business

- Jack Nunn is closing the Powerhouse Fitness warehouse location and has rack weights, 10 ergs, and ski ergs to sell. AC knows of a CrossFit group that's seeking equipment and will put Jack in contact with them.
- Jim Litzinger reported that two entries were put in at the Xmas Regatta for unaffiliated, under 18 junior girls who were not LBRA members yet used LBRA boats. After discussion the board concluded that the facts must be determined and the membership rules must be enforced by the board. [These rowers should fill out the paperwork, pay the fees and then they can come before the board for approval, per procedures approved in March 2012] Jim will ask Dan McGill to produce their paperwork and checks.
- Jim asked Vaughn Sherman whether he had sent emails to the Long Beach school board concerning an LBJC coach. Keith Johnson accused Vaughn of sending a similar communication to letter Dr. Sandy Blazer and demanded to know his sources. Vaughn acknowledged that he had informed Sandy Blazer of a questionable situation at LBJC that should be investigated. Keith Johnson asked that Vaughn and Patty Sherman not be allowed in the boathouse. After considerable heated discussion the issue was tabled.
- Pat Hayes noted that the floor coating on men's locker room is disintegrating. Jim said this is high on the list of repairs; Renn Levy has experience with industrial floor coatings and will help.
- Andrea Arriola motioned to adjourn, Jill Gresham seconded. Before voting to adjourn, the board agreed to move the January 2013 meeting to the 9th. The meeting adjourned at 9:39.

Respectfully submitted,

Mary Perrot

Secretary, Long Beach Rowing Association

Action Items

Yellow highlight = motion in minutes and issue closed in action items

	Date	Action	Actionee	Status	Due Date
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	Date	Action	Actionee	Status	Due Date
56	6/2/10	9/8/10 Maintain list of things that needs to be done around the boathouse.	Jim Litzinger Dan McGill	Open.12/12 1. Dan McGill will do engineering for wall extension. 2. Dan will bring a new plumber for men's locker room.	11/3/10
59	7/7/10	Have new covers for boats fabricated. Covers are for boats when they are being trailered.	John Nunn, A.C. duPont, Dan McGill	Open 12/12 2 more covers coming soon.	9/1/10
62	8/4/10	Get quote for skylights.	Jim Litzinger	Open 12/12 long term, Jim Shields for a quote by Jim L.	9/1/10
63	9/8/10	Ask AC his ideas about how equipment in the storage yard is to be utilized.	Jim Litzinger/AC duPont	Open 12/12. Many 10N items in yard, still cleaning 10N	12/1/10
79	5/4/11	No Trespassing signs	AC du Pont	Open 12/12 A.C. to give Jim specific wording for warning.	6/1/11
83	7/6/11	Checklist for new members	AC duPont & Pat Hayes	12/12 In progress. Create checklist for new members.	8/11
85	7/6/11	Launch replacement research	John Nunn, JohnVanBlom, DanMcGill	12/12 In progress, long-term search	9/11
86	7/6/11	Contractor billing	AC DuPont	12/12 Still waiting for contractor bills	9/11
89	9/19/11	Computer & software for club's business and membership	Kristina Duggan & Jim Litzinger	12/12 New membership volunteers being trained.	10/11
91	9/19/11	Merchant Account for club	Jim Litzinger, Andrea Arriola	Open 12/12 Treasurer will set up	10/11
92	10/5/11	Set up monthly Sunday clinics	Jim Litzinger AC DuPont Whole board	Open 12/12 no date set for any actions.	11/11
94	11/2/11	LBRA website revamp	Board, David Kline, Andrea Arriola, Katrin Gleie	12/12 in progress – basic design done, migration of content will progress later in summer	3/12
95	11/2/11	Communications to membership	Kristina Duggan	12/12 1)Open – Create Emergency contact pdf, to update info. 2) ask for items for silent auction for May fundraiser.	3/12
97	12/11	Erg cost calculation	A.C. duPont	12/12 Closed. Real time costs will be used now.	3/12

	Date	Action	Actionee	Status	Due Date
98	4/12	Block system demo video	A.C.duPont, Kristina Duggan	12/12 Open. Make video to explain block system for boat racks. Put online for members.	5/12
102	6/12	Clearing out 10N	Keith Johnson/LBJC	12/12 in progress (Capt. report)	7/15/12
103	6/12	Maintenance fee for LBJC summer camps	Andrea Arriola	12/12 LBJC agreed to pay 2/3 of summer maintenance fee, 2012 and forward. Andrea to submit bill	6/12
104	6/12	Fundraising for LBRA elite rowing	Andrea Arriola	12/12 1) See Treasurer's report and President's report. 2) Patty Sherman to organize clothing fundraiser at Beach Sprints.	On going
106	8/12	Return of LBRA parts by LBJC	LBJC coaches/board	12/12 Closed. Done	8/12
108	9/12	LBJC PE program documentation	LBJC board & coaches	12/12 Done? LBJC to provide LBRA board documentation from LBUSD requiring 2:30 pm start time & proof of LBUSD acceptance of the program.	10/12
109	9/12	Equipment fund setup	Andrea Arriola	12/12 Open. Treasurer to set up equipment fund.	10/12
110	11/12	Masters' coaching survey & planning	Rob Glidden	12/12 Coaching survey responses analyzed. Committee will present in January.	12/12
111	11/12	LBJC investigating possible misconduct by coach	John Nunn & LBJC board	12/12 LBJC sent acknowledgement of MMowrey's letter & stated they lacked some pieces of info. to investigate further. See Old Business.	12/12

	Date	Action	Actionee	Status	Due Date
112	12/12	Unaffiliated junior rowers at club	Jim Litzinger	12/12 Jim to ask Dan McGill to produce paperwork and fees from unaffiliated juniors who have been at club.	12/12