

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE LBRA BOARD MEETING

January 7, 2015

Officers Attending: President, Jim Litzinger
Vice-President John Nunn (**Chairman of Board of Long Beach Junior Crew**)
Treasurer, Jeannette LePont
Secretary, Mary Perrot
Captain, A.C. duPont

Directors Attending: Jill Ammirato, Bryan Bayer, Ken Mattfeld, John Van Blom

Members Attending: Scott Collins

Jim Litzinger called the meeting to order at 7:38pm and minutes of the December 2014 board meeting were approved.

President's Report

- The possibility of a club directory was discussed by the board as communication among members, member preferences, privacy, possible formats and abuses of previous directories were debated. After much heated discussion, the board arrived at three alternatives deemed acceptable by a majority; social media contact among members, club-sponsored Team Snap, or inclusion phone numbers of members opting in on the posted roster. The board agreed to poll the club members as to which of choice they preferred. The club secretary will write an email on the matter which the president will review so that the poll will be conducted before the next board meeting.
- The president reiterated that the only approved exercise class allowed in the Rowing Center is RowRX – no extra yoga or boot camp classes are allowed inside the building, as the board must approve whoever holds classes inside the building. Jim reminded board members to challenge whoever is not a member or holding illegal classes.
- In the matter of the Rowing Center's water heaters, Jeannette LePont had the igniters replaced and dampers bypassed. The water heaters are old and need shut off valves, according to plumber who performed the maintenance. The presidents proposed putting in shut off valves and will email board when he obtains prices.
- The Beach Sprints will be the last Saturday of January. The new ergs from the event will have backlit PM5 monitors. The Spring Regatta is scheduled for March 15. Lloyd McDonald put out an announcement to find a chief referee among the USRowing refs. Finding a chief may be difficult as the club has no chief yet, only 2 assistants. Jim Litzinger will wait until a month before the regatta before arranging for alternative insurance (other than USRowing) if a chief ref cannot be found. The City now asks for a special events permit for races outside stadium buoy line.
- The president made motion to purchase an AED and case. This was tabled pending Jim contacting the other parties who will split the AED cost, namely LBJC, the college crew and Jack Nunn. Ken Mattfeld reminded the board that state law requires an AED in exercise facilities.

Treasurer's Report

Jeannette LePont had provided the board with a written report and financials which are appended in the permanent records.

- The treasurer stated that the club has \$106K in the checking account. The club netted \$25K from the Christmas Regatta however \$800 to \$1000 of t-shirts sales receipts were missing – perhaps indicating the need to go away from cash sales alone on shirts. Many, many people had suggested RegattaCentral for registration in future club regattas. The regatta director (Jim) and clerk of the course (Hope Layton) will discuss RegattaCentral further.
- The College is current, RowRX just paid for 3 months, and LBJC is still not current. Receipts have been reviewed by LBJC's representative (John Nunn) who will give Jeannette a copy of totals for bill. On the matter of property taxes, LBJC is paying property tax for something other than this building. LBJC still owes the club cleaning, maintenance, and property tax. Jeannette will discuss property taxes Rita Hayes of CSULB.
- A check was received Radical Media for photo shoot. The treasurer met with Terminex on pest control. A.C. duPont will be dealing with the checks and receipts for 8 ergs from the Beach Sprints.
- Jeannette questioned whether the gift card prizes from the Bay Series are being purchased by Terry McGuigan out of pocket. The board agreed by consensus that he should be reimbursed.
- On insurance matters, the club has paid, LBJC has paid, and the college is working on payment. Earthquake insurance is \$4200 with a 10% deductible on property within the building and hulls (the building itself is not covered under earthquake). Consensus of board is not to spend 4.2K.
- Additional insurance for new launch, A.C. needs to obtain a smog tag for the new engine, then the new launch will be registered and can be insured. The club secretary gave A.C. and Jeannette copies the latest club boat inventory for review. Mary will provide the entire board with the final inventory. Ken Mattfeld noted that the club has double P&I (liability) coverage from both

USRowing and Driscoll, with Driscoll as the coverage preferable to cancel. Jeannette is working to cancel this portion of the insurance. She will obtain the policies and review them with Ken to determine proper coverage.

- The club is in good grace with the CA Department of Justice, having turned in all club documents they had requested. The club's registration is now complete.

Captain's Report

Captain A.C. duPont and Mary Perrot inventoried club hulls; oars and launches will be added. A.C. may create a new blue list (experience level of members), while Mary makes stickers for weight class and experience level for each boat. A.C. will determine hull values for insurance. The president noted that CARP may renew their corporation which would remove the adaptive equipment from the list. The captain plans to sell the Wintech launches in future with a launch trailer then purchase new motors with the proceeds.

Membership Report – Membership Chair absent

The president reported that the new fobs have arrived and the entry system will be installed tomorrow. Membership chair Dara had input the fobs and started mailing them to club members. Old fobs should be discarded. The new entry system allows access to be limited to specific hours, which will be 5AM to 10PM. Dara is now working to find a new security camera system which will have better resolution and cover the parking area.

New/Old Business

Jill Ammiratto stated that the social and volunteer committees want to organize a club social function. Board members suggested a May or June event. Jill and the committee members will examine possible dates to avoid regatta conflicts.

[Action item list was not reviewed.]

Meeting adjourned: 9:20pm.

Respectfully submitted,

Mary E. Perrot

Secretary, Long Beach Rowing Association

Action Items

Closed items are **highlighted in yellow** and will be removed in the next month's minutes.

	Date	Action	Actionee	Status	Due Date
56	6/2/10	Maintain list of things that needs to be done around the boathouse.	Jim Litzinger AC duPont	2/15 Open. Replace fabric on enclosure. Repair men's shower wall. New hose reel & rack standard needed. Jim source shut off valves for water heaters.	12/14
79	5/4/11	No Trespassing signs	Jim Litzinger	Open 2/15 A.C. to give Jim specific wording for signs.	12/14
95	11/2/11	Communications to membership	Dara Lampe	2/15 Send out announcements on fobs and directory survey	2/15
113	1/13	Documents from Rowrx	Jack Nunn	2/15 LBRA now on Rowrx's insurance as added insured.	1/15
114	7/13	Equipment purchase/planning	A.C. duPont Jim Litzinger	2/15 A.C. to sell Wintechs and look for new launches	2/15
119	8/14	Boat labeling/rating	A.C. du Pont, Mary Perrot	2/15 Boats to be labeled for weight class and experience. Cap't. to make blue list of members.	2/15
120	8/14	Defibrillator for erg/weight room	Jim Litzinger	2/15 Open – Jim to discuss AED purchase w/ LBJC, college, RowRX	2/15
121	12/14	Independent contractor agreement	Ken Mattfeld, Jim, board	2/15 Open. Create an independent contractor agreement for coaches (including launch use & fuel)	2/15