

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE LBRA BOARD MEETING

July 1, 2015

Officers Attending: Jim Litzinger, President
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, Ken Mattfeld, John Van Blom

Directors Absent: Bryan Bayer

Members & Guests Attending: Brent Palmer, Brandin Grams (CSULB Foundation)

The club president opened the meeting at 7:38PM. The board approved minutes of the June 2015 meeting.

President's Report

- The club president turned the floor over to Brandin Grams of CSULB's Beach Crew Alumni. BCA members want to continue 1st Saturday rows, but some BCA members also want to expand training for the Crew Classic alumni event. This training would be scheduled some mornings and evenings using college equipment. The college currently registers BCA rowers in a CSULB fitness class to row on the 1st Saturdays; the same would be done for rowers training during the week for the alumni event according to Brandin. Training would be scheduled when the college crew was present.

LBRA board members expressed concern that this expanded training might further expand to another full rowing club of college alumni at the boathouse. Brandin stated that was definitely not the objective and he volunteered to draft an agreement for the expanded training. By consensus the board agreed to the expanded BCA training on a probationary basis.
- Jim Litzinger stated that the membership chair had sent her report in from Learn to Row Day; a few new members joined from the event. Single sculling lessons are the highest demand rowing classes.
- On LBJC billing, Jim met with the LBJC president last Sunday. LBJC had some concerns in handling paperwork to avoid comingling of taxes for their bookkeeping. LBJC wants to pay the tax bills they receive (dock & 60 sq.ft. assessments), while simultaneously LBRA pays tax bills they receive. Then both parties will exchange copies of the bills and work them into the 1/3, 1/3, 1/3 scheme. The LBJC president said his organization will pay the \$1000 erg fee soon and repeated that LBRA not charge them for medical supplies. A.C. duPont stated that an MOU of this agreement has been sent to LBJC with a "if no reply, then agree" statement. [A hard copy of the MOU is appended in the permanent minutes.]

Treasurer's Report

- Jeannette Le Pont reported that the club is current on its bills, and other than outstanding LBJC invoices, the club finances are in good order, with \$89K in the checking account. The treasurer has completed the audit of club finances with Scott Renner. In his opinion, the club must execute stronger controls and enforces penalties for stales. One club member still owes \$80 in dues and will be reminded. Jeannette will meet with the club's accountant who may have to file for another tax extension for the club due several accounting projects.
- Jeannette still has not received any of the independent contractor agreements, and is prepared to withhold payment. A copy of the independent contractor agreement is appended in the permanent minutes. See comments in "Old Business" from Ken Mattfeld.] The boat captain wants to obtain legal help in altering the agreement to apply to the special circumstances of his work.

Captain's Report

A.C. du Pont reported he had been devoting a lot of time to the Special Olympics project. The club's new launch will arrive sometime in August, after which the club can dispose of one of the old launches. A.C. has repaired a few boats this month, but Special Olympics has been his main focus.

Membership Report

Dara Lampe emailed a membership report to the board (appended in the permanent minutes).

Old Business

- In the matter of the independent contractor agreements, Ken Mattfeld found the language very open-ended and lacking in controls. He found it unclear who signs the contractor agreement on the part of LBRA, what is the term of the agreement, what are renewal terms and whether there is there a cap on fees paid. Ken suggested all contracts be brought before the board regularly and examined for dollar limits and term. The consensus of the board was to discuss the agreements at the August meeting.

- For the club social event, Jill Ammirato reported that the organizing committee has been spinning its wheels on securing a venue. After discussing several possibilities, the clubhouse in Rec Park seemed a good choice. The board consensus was that the club will provide the advance money to secure the venue and catering, and ticket sales should later cover all expenses.
- Jill reported that MK Kuner had estimated the cost for birthday cards for all eat at ~\$350. John Nunn moved that the club allot \$350 for the birthd card project for one year. JohnVan Blom seconded the motion which passed unanimously.

The meeting was adjourned at 8:45 PM.

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	7/15 Open. Replace fabric on enclosure. Repair men's shower wall. New hose reel & rack standard. Jim source water heater shut off valves.	8/15
79	5/4/11	No Trespassing signs	Jim Litzinger	Open 7/15 A.C. to give Jim specific wording for signs.	8/15
95	11/2/11	Communications to membership	Dara Lampe	7/15 K.Blasts for Special Olympics and rowing lesson volunteers	7/15
114	7/13	Equipment purchase/planning	A.C. duPont Jim Litzinger	7/15 take delivery of new lauch, then board discusses disposal of one old launch	8/15
119	8/14	Boat labeling/rating	A.C. du Pont, Mary Perrot	7/15 Cap't. to make blue list of members.	8/15
120	8/14	Defibrillator for erg/weight room	Jim Litzinger	7/15 Defibrillator mounted. Emergency cards in case	7/15
121	12/14	Independent contractor agreement	Jeannette,Jim, board	7/15 Open. Independent contractor agreement terms & limits to be discussed at August meeting.	8/15
122	2/15	Social event	Jill Ammirato & Social Committee	7/15 Committee to find venue, firm up budget.	8/15
126	7/15	BCA expanded training	Brandin Grams	7/15 Brandin to draft description of BCA weekday training sessions	8/15