

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE LBRA BOARD MEETING

March 4, 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, Bryan Bayer, John Van Blom

Directors Absent: Ken Mattfeld

Members & Guests Attending: Scott Renner

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

President's Report – given by Vice-President

- For the Spring Regatta, Jim Litzinger reported receipt of only a single entry to date. Jim still has no chief referee and therefore the club must insure the event through Driscoll. The City has implemented a new "life boat fee" which the club must pay in booking the regatta through Special Events. Unfortunately the L.B. Marine Bureau has rented the stadium land for the same day as the regatta. It is uncertain as yet whether this will conflict with the regatta. This is unprecedented, as Marine Stadium rental has always included the land launch. Jim will know within a few day whether the regatta will be held. Medals, radios, lunches, have all been ordered.
- With respect to LBJC, Jim stated that the LBJC president says the Juniors pay property taxes and they will not pay a share of the property tax on the Rowing Center. Jim opined that Adelita, Mark Sandoval's replacement, may be giving the tax collector property information. John Nunn will go to the L.B. Parks & Recreation office to determine who relays property information to the assessor, and then he will talk to the Juniors officers.

Jim related that the Juniors also are refusing to pay rent or maintenance on ergs, as their accountant is advising LBJC to avoid comingling assets. Jim feels that were the LBJC accountant present when club officers talked with the Juniors, these issues might be resolved. The LBRA board agreed to bill LBJC monthly for rent. LBRA's treasurer provides the Juniors receipts for janitorial supplies and cleaning services, but LBJC is balking at getting several invoices every month. Scott Renner, head of the LBRA Audit Committee will sit down with Jeannette LePont to iron out billing and controls of funds.

Treasurer's Report

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

The treasurer reported that the college still needs to pay Beach Sprints fees and LBJC in arrears about \$2000. RowRX is current, erg sales are almost complete. 2015 erg rental bills will soon be generated. The club's accountant says we need to make some donations to outside groups to justify 501c3 status; should the club donate to CARP? The account advised that donations can be kind, not necessarily cash, but donations should be in agreement with the club's mission statement from our 501c3 filing. The issue was tabled as Scott will look for exact verbiage on the matter.

Jeannette and Scott feel the club needs better cash flow controls. For example the club does not have due dates or penalties on invoices, which are needed to avoid aging receipts. Scott stated that MOU's should be written when the club makes agreements with other parties. The independent contractor agreements will be discussed next meeting.

Captain's Report

- The Boat Captain organized a couple work days last month with several club members to clean out 10N. Upcoming work days will focus on organizing the workshop. Outside clock, had to replace again.
- A.C. met with Special Olympic people twice last month. For the July games, S.O. wants a dock for their kayak races, rather than a beach launch. AC believes traffic will flow best from the beach, which may hold up the contract with S.O.
- The City asked that the club's Cal20 be removed so that we are within our footprint. The club must keep an eye that LBJC does not put things back outside our footprint after their regattas. Concept 2 is sending out the invoice for ergs now including serial numbers; this will clarify which ergs are club property.
- USRowing did not send out the ballots to us for SW Regional rep. so LBRA did not get to vote.

Membership Report – Membership Chair absent

Dara Lampe emailed a complete membership list to the board before the meeting.

New/Old Business

Old business and new business, none other discussed.

To recap, Jim Litzinger and John Nunn will talk to LBJC about taxes and bills. John Nunn will talk to the City about tax assessor information.

The board agreed by consensus to put "60 days, past due" on invoices.

The meeting was adjourned at 8:54PM.

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	3/15 Open. Replace fabric on enclosure. Repair men's shower wall. New hose reel & rack standard. Jim source water heater shut off valves.	3/15
79	5/4/11	No Trespassing signs	Jim Litzinger	Open 3/15 A.C. to give Jim specific wording for signs.	3/15
95	11/2/11	Communications to membership	Dara Lampe	3/15 Mary to write boat rating email.	3/15
114	7/13	Equipment purchase/planning	A.C. duPont Jim Litzinger	3/15 A.C. to sell Wintechs and look for new launches. A.C. to order 10 C2 skinny sweep oars and new fin.	3/15
119	8/14	Boat labeling/rating	A.C. du Pont, Mary Perrot	3/15 Cap't. to make blue list of members.	3/15
120	8/14	Defibrillator for erg/weight room	Jim Litzinger	3/15 Open – Jim to discuss AED purchase w/ LBJC, college, RowRX	3/15
121	12/14	Independent contractor agreement	Ken Mattfeld, Jim, board	3/15 Open. Create a generic independent contractor agreement for coaches	3/15
122	2/15	Social event	Jill Ammirato & Social Committee	3/15 Committee to determine June or July date, plan event. Jill to report.	3/15
123	2/15	Cards to individual members	Jill Ammirato	3/15 Jill asks MK to head project.	3/15