

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

May 4, 2011

Officers Attending: President, Jim Litzinger
Vice President, John Nunn (Dir. SoCal Row.Fnd, Chairman of Board LBJC)
Boat Captain, A.C. duPont
Secretary, Mary Perrot

Directors Attending: Larry Hambleton, John Van Blom, Kristina Duggan
Dan McGill

Absent: Treasurer, Katrin Gleie

Visitors/Members: Virginia Kerst, Angela Madsen (CARP), Kingsley Echlen
Brandin Grams (CSULB crew), Keith Johnson (LBJC president)

The meeting was called to order by the President at 7:40pm and minutes of the April 2011 board meeting were read and approved.

President's Report

- Jim Litzinger reiterated that boathouse rules, for insurance purposes must be enforced, including the prohibition on dogs in the boathouse. Ellen Kirk, who is training a puppy as a guide dog, had brought the dog into the erg room while she ergs. Larry Hambleton volunteered talk to her about erging outdoors, thus keeping the puppy outside the boathouse and he will investigate state laws concerning service dogs and dogs-in-training. Jim reminded board members that they should be vigilant in boathouse security in challenging unfamiliar people entering the facility, including juniors who are here when their coaches are not present. Generally security is good, but everyone must remain alert.
- LBJC is now out of the stadium in the evenings. Only juniors going to Youth Nationals will be practicing in the afternoons and Saturdays.

Treasurer's Report

Katrin Gleie was absent, No treasurer's report therefore was presented at the meeting, however Katrin had e-mailed the board a P&L statement and a balance sheet for the month as well as a P&L from October 2010 through the present. These documents are appended in the permanent records.

Captain's Report

- The bay 1 door has been straightened and repaired, with the college bay door fixed also. Bay 1 no longer has a padlock, and now can only be opened from the inside.

Members should take their key fobs with them out on the water to avoid being locked out.

- The Seal Beach Yacht club had all their TV's stolen recently. Likely related to this theft, a couple teenage boys entered the boathouse in the evening a few days ago while AC was present. One of the pair began asking AC all sorts of questions, while the other attempted to stay behind by hiding in the men's locker room. AC chased him out. This happened again in the middle of the day a couple days later. When called to take an incident report, the Long Beach Police said that a small gang of 2 to 4 young men have been employing this tactic to rob various buildings in the marina area. Members must **keep vigilant and lock the doors**. Kristina will send out a blanket email to warn members about the gang. AC will post "No Trespassing" signs, as suggested by the police. Again it is recommended that all members carry their key fob out to water and lock doors.
- The Allman is now rigged as a 4-. AC is still working on selling the Wintech 4X.

Old Business

Action Items were reviewed; see appended list.

New Business

- Jim Litzinger thanked Kristina Duggan for her help on regattas. She asked that individual board members email back comments on her suggestions for improving regattas. (Kristina will email the survey again.)
- Kingsley, Hanne, MK and Kristina want to organize a social again in June, perhaps earlier in the day, with more food. Members will pay individually for this party.
- Juniors have a new trailer. They may want to reconfigure the boneyard with pods to store things now in 10N.
- Kristina asked if she might help with membership duties, or at least with paperwork. AC stated that in prior years, problems have arisen when more than a couple volunteers have had access to the membership data (whole columns deleted by accident or because the new volunteer thought them unimportant). The issue was tabled.
- John Van Blom brought up the parking situation when junior parents pick up their kids. Too many parents parking in front of dumpster, against the retaining wall, or against bumpers, narrowing the street to a single lane. John passed out a parking plan showing a larger no stopping area. (A copy of the plan is appended in the permanent records.) Keith Johnson agreed to this plan. He and John Van Blom will make copies for LBJC parents. Virginia Kerst suggested that this map be included in the registration packet.
- Brandin Grams will be leaving for Seattle very soon, no longer to work with CSULB Crew. Matt Dalton will take over as business manager and point of contact for club.
- Keith had a post-Invitational Regatta follow up meeting with city of Long Beach. The only point of concern was an accident between a NorCal crew and a kayak. The major conclusion was that crews need to be reminded to notify regatta officials and

volunteers in launches when an incident occurs. The teams from Miami and Baja Mexico wanted to extend public thanks for hosting and loan of boats by LBRA.

- Angela Madsen will be running the adaptive program again, and organizing a level 1 coaches education clinic, in the near future.

The meeting was adjourned at 8:34pm.

Action Items

Yellow highlight = issue closed and will be removed in next minutes

	Date	Action	Actionee	Status	Due Date
53	6/2/10	Ask Joe Juge amount he feels he is owed. We will review the answer and include the result of our review in our accounts payable.	Jim Litzinger, Joe Juge	Open, no news 5/4/11 Club feels he's owed \$13,816.35 <i>less costs for window replacement and fixing bathrooms.</i> Jim will obtain estimates on these (as time allows)	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. 5/4/11 1. Dan McGill will do engineering for wall extension after Spring regatta. 2. Minor glitches from latest lighting being fixed. 3. Repair 500 Meter Poles. No action 4. Bldg 3N @ Finish Line. No action	11/3/10
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 reusable.	John Nunn, A.C. duPont,	Open In process, 5/11 Covers will be made when time's available	9/1/10
62	8/4/10	Get quote for 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/AC duPont	Open 4/11 <i>Archer</i> still must be moved	12/1/10

	Date	Action	Actionee	Status	Due Date
69	10/5/10	Finish water rescue procedure. Share both documents with LB Juniors	Larry Hambleton	5/11 Larry has completed all work with lifeguards.	11/3/10
70	1/5/11	Reimbursement for lighting and other improvements	Katrin Gleie, John Nunn AC duPont	5/11 John Nunn turned a batch of receipts over to the city. AC to find checks for 10N and bathroom repairs, to give to John Nunn.	1/31/11
72	1/5/11	LBRA Budget	MK Kuner & Rita Vanlierop	5/11 Rita & MK fine tuning the budget	2/1/11
76	2/2/11	Arrange promotion with hair salon owner	Jim Litzinger, Liza Luna	5/11 Promotion ran for the past month	3/2/11
77	2/2/11	Replace unused equipment with boats that will see more use	AC duPont, John Nunn, Larry Hambleton, Dan McGill	5/11 AC, John, Larry & Dan are evaluating the Sykes 4X now at the club. Sell Wintech.	4/6/11
79	5/4/11	No Trespassing signs	AC du Pont	Purchase and post "No Trespassing" signs	6/1/11