

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE LBRA BOARD MEETING

November 5, 2014

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

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

Members Attending: Andrea Parsons,

Jim Litzinger called the meeting to order at 7:40pm and minutes of the general meeting and October 2014 board meeting were approved.

President's Report

Jim Litzinger requested an update on the cleaning and erg maintenance bills owed by LBJC, as these were discussed at the last LBJC board meeting. John Nunn, chairman of the LBJC board, stated that the LBJC board had agreed to pay 50/50 for cleaning and 2/3 of cleaning supplies for 3 summer months. The LBJC board wants receipts attached to invoices in case they are audited. LBRA's treasurer replied that this demand is excessive, per the club's, each invoice is compiled from several many small receipts each month. Nunn said he'd be willing to make copies of receipts. Jim proposed that he will make two copies of Mariana's Cleaning Service bills and his receipts for cleaning supplies, and these will be used as basis for LBJC's cleaning charges. Jeannette will not need to invoice LBJC for Marianas's. The board agreed to this by consensus.

As to erg maintenance and building maintenance, Nunn stated that LBJC want receipts, they are insisting on a complete breakdown. A.C. and the club treasurer are willing to bill for physical objects and AC's time. The president opined that the club may as well give copies of receipts for materials. Jim further stated that LBJC is currently in violation of the lease (LBJC has not paid several months of routine 1/3, 1/3, 1/3 cleaning & supplies expenses).

Treasurer's Report

Jeannette LePont emailed a report of the November financials to the board, a hardcopy of which is appended in the permanent records. In the matter of Property taxes, John Nunn has found the LBJC has a \$213 bill for the year for property described as 5750 Boathouse lane, for boat slips, their office and P.O.Box. The treasurer inquired if LBJC has any other parcels on which they're taxed as the club would need to see these to resolve division of the property taxes. The County Sanitation department billed LBRA \$496 for this year, but LBJC appears to be under the radar for sanitation. CSULB is exempt as an entity of the state. Ken Mattfeld pointed out that the club needs to correct Parks & Recreation's reporting of LBJC's parcel to include the boat bay – at present P&R reports on their office footage.

The treasurer reported that all the club bills are current, with \$87K in the club's account. Roworx has paid through paid October. The club's insurance policy with Driscoll need to be examined for adequacy of coverage on the building and its contents. The club is declining terrorism insurance. The deductible amount possibly should be increased, as the club is insuring against total loss rather than repairable damage.

Jeannette stated that a check should come in from the commercial photo shoot; AC will talk to parties involved to see if and when other checks will be sent. On salaries and wages paid by the club in October, Jeannette noted that Anna Lieberovsky still had not cashed her check. She would like to know the board's decision on launch use and fuel charges by club coaches. The board agreed that more data was needed on maintenance/depreciation for the launches and fuel costs before arriving at a decision. Jeannette will retrieve the data for the past several years.

Captain's Report

A.C. duPont reported that LBJC had an eight boat on their trailer which they put it in the club's open outside rack (an LBRA space). This boat will be moved off the rack onto rollers tomorrow.

Salt water is corroding steering wires on boats (Q quad for example). People like the new Zephyr singles very much. The new boats will be put on the new racks outside the enclosure; the configuration is being mapped out now. Several boat covers were received. The new rudder really helped the masters women win their event in the Head of Charles. The commercial shoot should have brought the club about \$2k; AC will investigate as club did not get this amount.

Membership Report – Membership Chair absent

Dara Lampe sent a current membership list to the board in advance of the meeting.

New/Old Business

- The Xmas regatta is coming soon; Andi Parsons and Charles will coordinate volunteers. Jim Litzinger had sent the board the regatta t-shirt design, which will be printed on light blue, forest green and red shirts. Trineth Goteti will find referees for the regatta; each official will be paid a stipend of \$100.
- Jill Ammirato introduced the topic of an overall year-round volunteer coordinator. Andi Parsons is willing to act as the coordinator for all sorts of projects (LTR, regattas, social events, etc.). The person or group staging an event would inform Andi of their volunteer needs and members who want to fulfill volunteer hours go to Andi to learn of possible assignments. A separate Yahoo account will be set up for the volunteer coordinator. The board agreed to this plan by consensus.
- John Nunn stated that the Acquatics Capital of America organization would like to hold their annual dinner in May on the apron of the rowing center with the erg room set up for autographs, etc. They have not set date. The board seemed to agree to this use of the facility, but the date must fit in to a time slot when LBJC and the College are away. Fees charged by the City are rapidly increasing, and the Acquatics Capital organization might intervene to obtain some exemptions for the club.

Meeting adjourned: 9:14pm.

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	10/14 Replace fabric on enclosure. Repair men's shower wall. New hose reel & rack standard needed. Open.	10/14
79	5/4/11	No Trespassing signs	AC du Pont	Open 10/14 A.C. to give Jim specific wording for signs.	10/14
95	11/2/11	Communications to membership	Dara Lampe	10/14 Send out announcements on regattas, volunteers	10/14
104	6/12	LBRA elite rower funding	Joan Van Blom Sherri Kline	10/14Open for future events	On going
113	1/13	Documents from RowRX	Jack Nunn	10/14Open RowRX to give club hold harmless agreement and sign month to month agreement with the club	10/14
114	7/13	Equipment purchase/planning	A.C. duPont Carlos Recharte Jim Litzinger	10/14 A.C. to look at possibilities for launches, and to obtain price for Carl Douglas riggers.	10/14
117	7/14	Coaching proposal	Bill Eldon & Masters Coaching Comm.	10/14 Present a proposal outlining coaching structure, agreements and fees	10/14
119	8/14	Boat labeling/rating	A.C. du Pont, Mary Perrot	10/14 All club boats to be labeled for weight class and experience	10/14
120	8/14	Defibrillator for erg/weight room	Jim Litzinger	10/14 Open – Jim to source AED.	10/14