

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

November 2, 2011

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

Directors Attending: Pat Hayes, John Van Blom, Kristina Duggan, Dan McGill

Members & Guests
Attending: David Kline, Joan Campelo, Cynthia Hayes (all LBRA)
Angela Madsen (CARP), Ian Simpson (ERG coach)
Keith Johnson (LBJC president), Filip Reinis (LBJC secretary)

The president called the meeting to order at 7:41pm. Minutes of the October 2011 board meeting were read and approved

PRESIDENT'S REPORT

- Jim Litzinger reported that the upcoming Christmas regatta will have record number of entries with a very full college contingent. Many volunteers will be needed; all members are encouraged to work a shift. Kristina will email the membership to call for volunteers. Dan McGill questioned how the Xmas regatta might be improved/expanded (2 days? City wants even shorter hours. Use Regatta Central? Too expensive.) JL merchandise with the LBRA crest will be offered for the first time at the Xmas regatta, Kristina reported and she suggested ordering some women's cut t-shirts with the regatta t-shirts. Ken Plumb will be sending Jim two t-shirt designs, the board will then need to vote.
Where have many of the LBRA tables gone? The club will need them for the regatta.
Looking to the Spring Regatta, Dave Kline stated that the southern California area college coaches were very dissatisfied with the previous year's regatta (last minute schedule changes, no heats & finals – just finals) and expressed had expressed their complaints to him. Kline had written to the board and wondered if the board would be acting these complaints. Most board members had not received these emails, but Jim Litzinger and AC duPont responded that while many of these issues could not be resolved as the colleges wished, they would contact the UCLA and Chapman coaches to personally invite their crews to the regatta.
- The president asked for an update on the bay 3 office situation. John Nunn replied that he had been working since the last board meeting with Dr. Malizia, The CSULB director of judicial affairs, to clarify the language of the college's offer. Dr. Malizia will respond within a week. OFFICE: John Nunn – working with Dr. Malizia (dir of judicial affairs at CSULB) – he'll get an answer in about a week.
- The president asked the ERG coach to recount the fall head race season results. Ian Simpson stated that ERG members had been great results at the Head of the Charles with Jill McGill coming in 2nd and Jasmine McGill coming in 3rd in the youth single (racing as part of the Club Single event), Sherri Kline and Rachel Stordtvet placing 6th in

the Championship Double. An ERG member had also raced in the Championship Single (the only junior in the event), Dan McGill placed 28th in the Senior Master's Single and Tom & Fritz rowed in Veteran's Double. At the Head of the American, ERG members won seven events, with Derrick Diego rowing the fastest singles time of the event as he won the MLt1X, Mary Perrot won MastWlt1X, Jill & Jasmine McGill won High School W2X and each won a singles race, too. Will & Guillermo won MOpen2X. In sum, it was a remarkably successful fall season for ERG members.

- Jim received a written complaint concerning excessive noise at the club from one of the neighboring homeowners. Jim will forward to Rita Hayes, as the major complaint is noise in the morning (college workout hours). Juniors should also tone down the stereo before they leave.
- All rowers should have safety lights on their boats in the morning. The stadium is open for rowing from 4-6pm on Monday, Tuesday and Wednesday afternoons.

TREASURER'S REPORT

- The club currently has a balance of \$120K in the bank according to Andrea Arriola. About \$83K in membership dues and boat storage came in the last month; another \$18K in membership dues may come in before the end of the year. Andrea will work with MK Kuner on the club's budget, but the only projected expenses till end of year sum about 3K.
- Andrea reminded the board that a PO to update the website still needs to be proposed and voted upon. Jim just received a questionnaire from the web developer, who needs the information to develop a quote.
- Powerhouse Fitness is still in arrears as is Rowbics. Andrea will email the board the number of months behind each party is in arrears. John Nunn received a \$15K check from the city as reimbursement for the lighting project; this has been earmarked to repay John for loans to the club.

CAPTAIN'S REPORT

- AC duPont picked up two new Peinert 26 midweight singles. The boats have an improved design with more adjustable rigging and shoes rather than clogs. The club also received a 10% discount on the purchase.
- Rack space is **completely** full. Exact positions for the rolling racks have been marked on the bay floors with spray paint. Rolling racks **must** be positioned correctly to avoid any boats going flying off the rack (or even to move racks). Scott Parsons worked with AC to engineer slots on the rolling racks all the way up to the ceiling.
- With respect to launch maintenance and safety, AC has put together a program to observe launch handling skills and Larry Hambleton has been leading the effort to check out people's skills. A single weekend clinic/test will be conducted before the Xmas regatta to certify launch drivers. The board saw the email about launches being left without fuel; AC reminded everyone that refueling is common courtesy and is necessary for safety.

MEMBERSHIP COMMITTEE

- Kristina Duggan provided a written membership summary (appended in the hardcopy records) and posted a list of paid members. The club has about \$16K in past due membership dues, with 12 cancelled memberships and 17 young adults not paid –

Kristina is reviewing last year's received checks to see whether the young adults are actually in good stead.)

- Kristina is still working on the membership forms and new member packet. She and AC will work together on the packet as time permits. Kristina will print more waivers and guest waivers.

OLD BUSINESS

- Action items reviewed see appended list.

NEW BUSINESS

- Angela Madsen stated that the Wounded Warrior Project needs volunteers on Nov16th to help with an adaptive rowing project. Angela stated that about 40 mostly ambulatory veterans will be coming, and half the group would go out in boats at a time. Some experienced rowers will be needed lead groups. Angela will write up an announcement, which Kristina will email to the club. Ron Harvey rowed at HOOR, came in 3rd in the adaptive double. Ron also qualified his boat for the Paralympics at this year's world championships.
- John VB brought in the program from the dinner honoring Boris.
- Dave Kline had several issues and complaints which he wished to discuss with the board. [Response in brackets.]
 - Concerning the erg slides, might LBRA members also be allowed to use the college's slides as they had agreed to allow ERG members to do so? [Jim will ask the college if LBRA members may use the slides, as well as ERG.]
 - One more set of slides is still needed for ERG members; might LBJC unlock theirs? [Keith Johnson will ask the LBJC coaches if this is agreeable.]
 - Parking at the club in the evenings has become unmanageable, with LBJC parents blocking the Boathouse Lane and the center of the parking lot while waiting to pick up their kids. Could they be ordered to areas further from the main lot? [Once the three trailers are moved, the situation will improve – but LBJC parents need to be reminded again of the proper traffic pattern.]
 - The LBYC corner saw several near misses during the last Bay Series race. Shouldn't a safety officer be stationed at this corner? [Larry Hambleton usually is stationed at this corner for the Bay Series; someone will be there for the next race, though.]
 - Could board meeting minutes be approved and posted more quickly? [Revamp of the club's website should ameliorate the situation.]
 - Shouldn't there be a few more standing committees to take care of some of the club's needs/business rather than have the board do all the work? [Andrea and Kristina created a list of possible committees last year. Kristina will discuss the list with Dave in the next couple weeks.]
- Ian Simpson asked the LBRA board to appoint a liaison to the LBJC board to ensure that LBRA junior members get to race at LBJC-sponsored regattas with reasonable entry fees. John Nunn volunteered to act as an intermediary to insure LBRA juniors' entries are presented to LBJC in advance.
- Stesha Carle's fundraiser was quite successful, Ian reported, but she still is in need of donations in the run up to the Olympics. Kristina will email the membership a request to support Stesha and place a link to Stesha's NT fundraising page on the club's new website.

- Potomac Boat Club will have 5 or 6 athletes training at LBRA January through March 2012 in preparation for the April NSR.
- The LBJC Ergathon is Nov 19th. Be warned!!
- Braca Sport has lent us 2 sets of sculls for people to try.

At 9:30pm the meeting adjourned.

Respectfully submitted,

Mary Perrot (Secretary)

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 11/11 Same. Club feels he's owed \$13,816.35 less costs for fixing windows and bathrooms. More offsets recently - windows	7/7/10
56	6/2/10	9/8/10 Maintain list of things that needs to be done around the boathouse.	Jim Litzinger	Open. 11/11 1. Dan McGill will do engineering for wall extension. 2. Electrician came 11/2 to fix glitches 3. Men's locker plumbing – Hitchcock came but gave no estimate. Dan McGill will bring in better plumber.	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 11/11 Making covers is in process, but Dan McGill will check on cost of purchasing covers.	9/1/10
62	8/4/10	Get quote for skylights.	Jim Litzinger	Open 11/11	9/1/10
63	9/8/10	Ask AC his ideas about how equipment in the storage yard is to be utilized.	Jim Litzinger/AC duPont	Open 10/11. AC working on slotting boats in bays & will check on pods for yard in future.	12/1/10

	Date	Action	Actionee	Status	Due Date
70	1/5/11	Reimbursement for lighting and other improvements	Katrin Gleie, John Nunn AC duPont	11/11 Reimbursement arrived from city & was turned over to J. Nunn in part repayment of loan.	1/31/11
77	2/2/11	Replace disused equipment	AC DuPont, John Nunn, Larry Hambleton, Dan McGill	11/11 Decide if Vespoli 2X's should go -Tabled. Bought 2 Peinert 1X's @ HOOCR	10/11
79	5/4/11	No Trespassing signs	AC du Pont	11/11 In progress, per Jim.	6/1/11
83	7/6/11	Checklist for new members	Kristina Duggan & AC duPont	11/11 In progress. Create checklist for new members	8/11
85	7/6/11	Launch replacement research	John Nunn, John Van Blom, Dan McGill	11/11 Research in progress, but for down the road.	9/11
86	7/6/11	Contractor billing	AC DuPont	10/11Present LBRA with any missing bills for his work for the current year	9/11
87	8/2011	Office agreement	John Nunn, Jim Litzinger	11/11 See minutes (President's report)	9/11
88	9/19/11	Membership forms	Kristina Duggan	11/11 See Membership Committee report	10/11
89	9/19/11	Computer & software for club's business and membership	Kristina Duggan & Jim Litzinger	11/11 See Membership Committee report. Purchase new computer.	10/11
91	9/19/11	Merchant Account for club	Jim Litzinger, Andrea Arriola	Open 11/11 Merchant acct. for credit cards ready for Xmas regatta (per Jim). On line?	10/11
92	10/5/11	Set up monthly Sunday clinics	Jim Litzinger AC DuPont All board members	Open 11/11 no date set for any actions.	11/11

	Date	Action	Actionee	Status	Due Date
93	10/5/11	Improve financial controls	Andrea Arriola	11/11 Treasurer created P.O. form, set up petty cash, acted on other auditor recs.	11/11
94	11/2/11	LBRA website revamp	Board	1) Complete questionnaire for website. 2) PO for website	12/11
95	11/2/11	Communications to membership	Kristina Duggan	1) w/ Angela Madsen – volunteer request for Wounded Warrior Proj. 2) Link to Stesha Carle's fund-raising site	12/11
96	11/2/11	Erg slides	Keith Johnson, John Nunn, board	1) Johnson & Nunn ask LBJC coaches for OK to unlock erg slides. 2) Jim to ask college if OK for LBRA members to use slides	12/11