

# **LONG BEACH ROWING ASSOCIATION**

## **MINUTES OF THE BOARD OF DIRECTORS**

### **August 4, 2010**

Officers Attending: President, Jim Litzinger  
Treasurer, Katrin Gleie  
Secretary, Don Bogart  
Boat Captain, A. C. duPont

Directors Attending: Larry Hambleton  
Scott Renner

Projects Chairperson:

Visitors/ Members: Ian Simpson, Member LBRA; Theresa Hambleton, Member LBRA; Matthew Dalton, Treasurer, CSULB Rowing; Keith Johnson, President, Long Beach Junior Crew; Filip Reinis, Secretary, Long Beach Junior Crew; Angela Madsen, Long Beach Adaptive Rowing

The meeting was called to order by the Vice President at 7:45p.m. The minutes from the July meeting were approved.

### **President's Report**

Jim Litzinger will get a new quote for new lighting and skylights in bays and also for a light at the sign-in area. The money to pay for this will come from our Capitol Improvement Fund held by the City.

Ian Simpson's training program was approved in principle. It is a program offered by LBRA and open without exception to over-18 year old LBRA Members and LBRA Member high school graduates. High school students under 18 may not participate in Ian's training program unless they have requested it through, and been recommended for such training by their Long Beach Junior Crew (LBJC) coaches. There should be no solicitation by Ian Simpson trainers directly to high school pre-graduate rowers who would normally participate in LBJC. Rowing participants in Ian's program shall not use LBJC equipment. Conflicts between LBJC and Ian Simpson's training program shall be brought quickly to the LBRA Board for consideration. Ian's program is being offered as a service to LBRA Members who desire additional training. Reimbursement for the service is between the Member and Ian Simpson. Ian's training program activities may use LBRA facilities and equipment as arranged through the Boathouse Captain.

### **Treasurer's Report**

- Katrin Gleie reported the Sykes are paid off and that the Wintech launches are paid off.
- The summer party made over \$700.
- All the necessary applications have been made and the IRS is processing our tax exempt status.

### **Boat Captain's Report**

- We've made a fair amount of money renting our boats at non-LBRA regattas.
- Our trailer headed to the World's is pretty full.
- Launches have designated parking locations along the dock.

### **Action Items**

	Date	Action	Actionee	Status	Due Date
8	11/05/08	Give checks for 10N and Boathouse maintenance to John Nunn. 1/6/10: Copy of invoice, checks both front and back and provide to John Nunn. John will write to City to provide reimbursement with the Capital Improvement funds. 7/7/10, A.C. is to provide the invoice, and copies of check fronts and backs to John Nunn	A.C. duPont & John Nunn	Open On 5/3/09 Sabrina said all records are in the boathouse "laundry room" arranged by year and month. Closed. 8/4/10 We'll implement lighting upgrade in bays to get money back.	<del>11/19/08</del> 4/7/10 8/4/10
20	05/06/09	Get LBRA's tax status finalized.	Jim Litzinger Andrea Arriola	Open, 6/2/10 Jim asked Andrea to determine what we had to do to qualify for a 503 C exemption. 8/4/10 Andrea said the gov't is processing.	6/3/09
27	8/05/09	Look at proposed Code of Conduct and e-mail back to Jim by August 12 <sup>th</sup> .	John Nunn	Open 03/03/10, Code has been finalized. John Nunn to e-mail final version to Liza.	<del>8/12/09</del> <del>04/07/10</del> 6/2/10

	Date	Action	Actionee	Status	Due Date
29	11/04/09	Report on status of audit	Tom Whinfrey, Andrea Arriola, Scott Renner	4/7/10, Numbers obtained from AC. Ongoing	5/5/10
30	11/04/09	Report on status of "Treasurer's Guidelines" document.	Tom Whinfrey, Andrea Arriola, Scott Renner	Ongoing, Pending Andrea's completion with tax season. 7/7/10 Pending input from Katrin	<del>4/6/10</del> 5/5/10 9/1/10
43	4/07/10	Contact adaptive rowing to determine what insurance coverage they have.	Jim Litzinger	Open 5/5/10, They have insurance, but need to add LBRA as additionally insured. 8/4/10 Closed. Angela Madsen says coaches, volunteers, and rowers are covered by Adaptive Rowing Program's coverage	5/5/10
45	4/7/10	Prepare small claims court paperwork for recovering \$5000 owed by Rowbics. On 5/5/10, it was decided to delay going to small claims court pending results of Rowbics bankruptcy.	Jim Litzinger/Don Bogart	6/2/10 Jim will contact Victoria to determine when bankruptcy will be complete. 8/4/10 Victoria going to court in Sept.	7/7/11
46	4/7/10	Ask Renn for Christmas Regatta money	Jim Litzinger	Open	5/5/10
47	4/7/10	E-mail Juniors schedule to Liza Luna with cc to Jim Litzinger	Keith Johnson	Open 8/4/10 Closed	5/5/10

	Date	Action	Actionee	Status	Due Date
48	4/7/10	Get quote from Scuba-Duba for cleaning launch hulls.	Jim Litzinger/Filip Reinis/A.C. duPont	Open. 7/7/10 Filip and A.C. have completed their actions. Still need quote from Scuba-Duba. Closed 8/4/10	5/5/10
52	6/2/10	Determine if prices and noise level can be lowered on hallway vending machine.	John Nunn	Open 8/4/10 Jim to call Jack Nunn.	7/7/10-
53	6/2/10	E-mail Joe Juge and ask him amount he feels he is owed. We will review the answer and include the result of our review in our accounts payable.	<del>Katrin Gleie</del> , Jim Litzinger, Joe Juge	Open. 8/4/10 Katrin completed her action and Joe responded. Now pending call from Joe to Jim.	7/7/10
55	6/2/10	Construct retirement plaque for Phil Hester.	John Callos, Jim Litzinger-medals, Brandin Grams-broken oar	Open	7/7/10
56	6/2/10	Provide list to John Callos of things that need to be done around the boathouse.	Jim Litzinger	Open. 7/7/10 Items for list include: 1. Sidewalk widening in yard. 2. Boat storage bay lighting upgrades. 3. Repair 500 Meter Poles. 4. Bldg 3N @ Finish Line.	7/7/10
57	6/2/10	Talk to Mark Sandoval about shortening finger docks so that only the boats would have to be removed.	Jim Litzinger	Open	7/7/10
58	6/2/10	Call about dues to Janice Tomson, Susan Carle.	A.C. duPont, Jim Litzinger	Open 8/4/10 Jim to send Susan a letter.	7/7/10

	Date	Action	Actionee	Status	Due Date
59	7/7/10	Have new covers for boats fabricated. Covers are for boats when they are being trailered.	John Nunn, A.C. duPont,	Open 8/4/10 John Nunn having covers made.	9/1/10
60.	7/7/10	Obtain quote for new material for slings.	John Nunn with A.C. duPont and Scott Parsons	Open 8/4/10 Scott is sewing now.	8/4/10
61	7/7/10	Discuss avenues available for providing young rower supplemental training opportunities which will not undermine the current LBJC program or produce jealousies among LBJC participants. Avenues of minimal interference between current programs and that proposed might include students already graduated from high school, students from other locales, students with demonstrated rowing motivations.	Ian Simpson, Scott Parsons, Keith Johnson	Open 8/4/10 Closed	8/4/10
62	8/4/10	Get quote for new bay and sign-in area lighting and skylights.	Jim Litzinger	Open	9/1/10

The meeting adjourned at approximately 9:30 PM.

Respectfully submitted,

Don Bogart