

LONG BEACH ROWING ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS

September 8, 2010

Officers Attending: President, Jim Litzinger
Vice President, John Nunn (Dir. So. CA Row. Fdn.)
Treasurer, Katrin Gleie
Secretary, Don Bogart

Directors Attending: John Van Blom (Dir. So. CA Row. Fdn.)
Scott Renner
Tom Whinfrey

Members: Scott Parsons, Andrea Parsons, Dan M^cGill, Sherri Kline, Andrea Arriola, Marc Brenner, Kristina Duggan

Visitors: Keith Johnson, President, Long Beach Junior Crew
Stephen Nowinski, LBRA/LBJC
Brandin Grams, General Manager, CSULB Rowing
John O'Donnell, CSULB
Rob Edwards, CSULB
Victoria Draper, Rowbics

The meeting was called to order by the President at 7:35p.m. The minutes from the August meeting were approved.

President's Report

- Jim Litzinger is continuing to work on new lighting and skylights for the boathouse bays and lighting for the sign-in podium.
- Jim and John Nunn reported that 27 LBRA members had participated in the World Rowing Masters competition in St. Catharines, Ontario Canada. We took 31 boats to the event and rented some of them while we were there to net LBRA \$3000 after travel expenses. LBRA competitors results will be posted in LBRA's website.
- Mark Sandoval has asked Jim about our plans for the Storage Yard. We need to decide what we want to do with the old equipment stored there.

Treasurer's Report

- Katrin Gleie reported we now have an "Active" status with the State Franchise Tax Board. LBRA thanks Andrea Arriola for her work obtaining this status for LBRA.

- Katrin made a motion to pay \$5200 to finish payment for the Vespoli. The motion passed.

New Business

- Sherri Kline presented a proposal for a partnership with LBRA from Rachel Stortvedt. As a rower, Rachel has competed in the US World Championship Trials, US Nationals, and Canadian Henley. Professionally she is a California-licensed physical therapist and received her Doctorate in Physical Therapy from Chapman University. The partnership would be for Rachel to provide on-site physical therapy services at the LBRA boathouse. The Board approved of the partnership as presented in two papers entitled "Request for Partnership Between Long Beach Rowing Association and Rachel Stortvedt, DPT", and "Addendum A, Independent Contractor Agreement Topics", pending verification of liability issues and agreement on LBRA's fee share.
- Victoria Draper asked to be allowed to remain as a member in good standing as she repays money due LBRA from her previous Rowbics business. The Board agreed to accept Victoria's offer to repay at least \$50 a month of the funds shown on our Treasurer's documents as owed by Rowbics to LBRA.
- John Nunn stated that two doubles rowing shells are to be donated to LBRA by Dan M^cGill through the Southern California Rowing Foundation. The Board thanked Dan for this donation. The Boathouse Captain will designate rowers authorized to use these donated boats. The Board approved a reimbursement of \$1747. 94 to Long Beach Junior Crew for repairs which have been made to these two boats.
- The Audit Committee for next year will be composed of Tom Whinfrey, Scott Renner, and Andrea Arriola.
- Shared office area in the boathouse is for the use of LBJC and CSULB coaches for duty related activities and files. The space is not intended as a lounge or lunch room for either organization to the detriment of the performance of the duties of the other.
- It is anticipated the Bay Series will begin in October.

Action Items

	Date	Action	Actionee	Status	Due Date
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 th . 9/8/2010 Liza to post on website	John Nunn Liza Luna	Open 03/03/10, Code has been finalized. John Nunn to e-mail final version to Liza. 9/8/10 John had e-mailed to Liza.	8/12/09 04/07/10 6/2/10
29	11/04/09	Report on status of audit	Tom Whinfrey, Andrea Arriola, Scott Renner	4/7/10, Numbers obtained from AC. Ongoing 9/8/2010 Closed	5/5/10
30	11/04/09	Report on status of "Treasurer's Guidelines" document.	Tom Whinfrey, Andrea Arriola, Scott Renner	9/8/2010, Scott to get copy of other non-profit Treasurer guidelines to use as an example.	4/6/10 5/5/10 10/5/10
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. 9/8/10 Closed. Victoria to repay at the rate of at least \$50/month.	7/7/11
46	4/7/10	Ask Renn for Christmas Regatta money	Jim Litzinger	Open	5/5/10

	Date	Action	Actionee	Status	Due Date
52	6/2/10	Determine if prices and noise level can be lowered on hallway vending machine.	John Nunn/ Jim Litzinger	Open 8/4/10 Jim to call Jack Nunn. 9/8/10 Jim to ask Jack.	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.	Katrin Gleie, Jim Litzinger, Joe Juge	Open. 8/4/10 Katrin completed her action and Joe responded. Now pending call from Joe to Jim. 9/8/10 Closed. No feedback from Joe.	7/7/10
55	6/2/10	Construct retirement plaque for Phil Hester.	John Callos, Jim Litzinger- medals, Brandin Grams- broken oar	Open 9/8/10 Closed. John is sick.	7/7/10
56	6/2/10	Provide list to John Callos of things that need to be done around the boathouse. 9/8/10 Maintain list 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. 9/8/10 pending AC's return.	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. 9/8/10 The covers heat shrinkable and are reuseable.	John Nunn, A.C. duPont,	Open 8/4/10 John Nunn having covers made. 9/8/2010 2 rolls are ready for pick up in Santa Ana.	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. 9/8/2010 Pending Scott's recuperation of his arm injury.	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
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	Open	10/5/10

The meeting adjourned at approximately 8:30 PM.

Respectfully submitted,

Don Bogart [Amended at 10/5/10 Board meeting and submitted, Mary Perrot]