LONG BEACH ROWING ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS
January 4, 2017

Officers Attending:  
President, Rob Glidden
Vice President, John Nunn
Secretary, Andrea Parsons
Treasurer, Veronica Wegener
Boat Captain, A.C. duPont

Directors Attending:  
Bill Eldon, John Van Blom, Michelle Mowery &
Sander Zagzebski

Directors/Officers Absent:

Visitors/Members:  
Sarah Mackenzie, Will Young, Mary Perrot, Carlos Recharte, Scot
Collins & Angela Madsen

The meeting was called to order by the President at 7:33pm.
Began with a review of the last two meeting minutes, November & December.
November minutes, Rob Glidden motioned to approve, all approved.
December meeting minutes, Rob Glidden motioned to approve, all approved.

President’s Report

• Upcoming Opening Day Regatta. We have a commitment from USC to attend. New coaches at SB and UCLA. Good turnout for college events.

Preannounced Topics

1. By-laws training. This month’s focus will be on membership categories, specifically, “junior members”. These are persons who are less than 18 years of age. Currently we do not have any LBRA “junior members”, Rob recommends that we consider changing this by-law. LBJC is the junior’s club. Overall, the board was in favor of keeping this as is.
   a. Rob brought forth a recommendation for “Month to Month” membership. College students, people on extended vacation, Guest of LBRA, etc.
2. Robert’s Rules training. We discussed electronic meeting provisions and how the bylaws might need to allow for these when revised. Specifically, in order to hold electronic meetings, this must be specifically authorized in the by-laws, currently we do not have this authorization. “A meeting is intended to consist of everyone collected in the same location”. An electronic meeting tries to do the same thing thru “GoToMeetings”, or conference calls, and these provide a deliberating forum for board members to conduct business. We need to be cautious using email for making decisions.
3. SafeSport Policy. Michelle investigated LBRA’s compliance with certain USRowing requirements, and hence enforceability of our liability insurance, we will get an update and discuss what actions need to be taken for our compliance to be unequivocal.
   USRowing developed a policy to protect its members from 6 main categories: bullying, hazing, harassment, physical misconduct, emotional misconduct, and sexual misconduct. The policy was primarily established to protect younger athletes. LBRA needs to implement the policy, post our compliance on our website and inform USRowing that we are compliant. There is an online training certification. It was agreed that all Board members would complete the online training by the February board meeting. LBRA coaches will also
be required to complete the SafeSport training. There is a standing question, “Do we want the coaches to have a background check”?

4. Beach Sprints. The Board reviewed entry procedures and other planning tasks for the upcoming indoor rowing regatta on January 28. Entry packets are on our website and once completed, need to be mailed in. Next year we incorporate this event on Regatta Central.

5. Selection of Janitorial Service. Rob presented the board with three janitorial quotes; Rusher Janitorial, Jazz-it-up Services and Mayas Cleaning. The board reviewed the details of each companies quote. AC proposed Mayas, but withdrew after further review. Michelle made a motion that we go with Rusher. Motion was approved by board.

6. Floor Recoating. The Board discussed the need to refurbish the locker room, lobby, and kitchen floors, which are showing excessive wear and reviewed a proposed list of bidders. Rob has 2 referral companies and found 5 more 5 star companies on YELP. He will contact each and request quotes from each so the board can act on this at the next board meeting.

7. Macon Oars. Lieutenant Dave Taylor has noted the Macon (tulip) oars stored in a dedicated rack in bay 1 are seldom used yet take up valuable storage space. Meanwhile, club and member oars are being tucked into random corners. The board discussed whether to keep some or any of these old blades, it was decided that we will place the Macon oars in 10N and next year, if we haven’t thought of them, we’ll get rid of them. The oar rack will be modified to hold club member hatchet oars.

8. Hose Reel by the Ramp. Member Earl Johnson proposed to replace the hose reel previously mounted at the top of the dock ramp, removed when concrete maintenance was last performed. AC has the rack, and replacement parts for the reel, the reel needs a new frame. AC has agreed that he can/will rebuild a sturdy hose reel rack. John Nunn proposed a cap budget of $400.00, Angela Madsen with CARP offered to pitch in on the cost as they will benefit greatly. Sander Zagzebski made a motion to approve a $500.00 budget to get the frame built for the hose reel and get this installed. Board approved a $500.00 budget to build the frame in stainless steel, or galvanized. Galvanized will last longer.

9. Mary Perrot proposed to display a SportGraphics photo of the HOCR boat that set a course record this past October, to be mounted adjacent to the photo of a previous HOCR win. Andi Parsons motioned to approve: Board approved.

10. Late Renewals. We will get an update on these and continue the discussion of policies that encourage timely payment of dues. As of this meeting, we still had 16-17 delinquent renewals. Sarah feels these are indeed dropped renewals. She hasn’t seen any of these people. The board has agreed to drop these people.

Rob recommended an initiation fee and can be waived for anyone who joins through our LTR program. It was discussed that members with temporary health issues and cannot row, be able to put their dues on hold until they are able to return. These people will need to bring this forward prior to becoming delinquent. 15-20% of the members who did not renew this year, it was due to health issues and do plan on returning.

John Van Blom suggested implementing a late fee. You can’t become a member for at least six months if you do not pay the late fee.

Andi Parsons suggested a policy enforcing the “due date” of the dues. You must be paid up on time and cannot pay at the meeting. Dues are due October 1.

Sander supports collecting a late fee, allowing members to pay dues + a late fee at the annual meeting. Sander suggested $50 for the late fee.

Michelle Mowery made the following motion: Propose that at the next annual meeting, do not accept payment at the table (night of), that we hold to the October 1 due date. Members only allowed to vote at the meeting if they are paid up by the October 1 date. We will not accept payment at the annual meeting.
Late memberships will be accessed an additional $50 late fee, and they will not be allowed to vote. Payments to be “postmarked by” October 1. Michelle accepted the amendment to raise the late fee to $75.

John Nunn presented a secondary alternative motion: If member hasn’t paid by October 1, impose the $75 late fee. If the member comes to the meeting and pay the late fee and dues, the member can vote at the annual meeting.

Board voted on Michelle’s motion, then then John’s alternative motion. John’s motion carries.

**Treasurer’s Report**
- September there was Double deposit, was able to track it down. This will reduce our income by $8,010.00.
- Input from the Christmas Regatta; 2 of the biggest clubs, paying by check, have not paid yet; Casitas and San Diego. They have requested an itemized review. This is in progress. This will be an additional $6 or $7,000 for the Christmas Regatta.
- Moving forward, there will no longer be the option to pay by check (manually) for our Regatta.
- Christmas Regatta: After fees, Regatta Central: $16,583.88
- T-shirt credit card sales: $6,272.99. T-shirt cash sales: $2,630.34. Total T-shirt sales = $8,903.33
- Overall income was down due to LBRA and LBJC participation.
- Rob made a motion to approve. Michelle motion to approve: Treasurer’s report approved.

**Captain’s report**
- Bay 5 is getting straightened and cleaned out, as well is the laundry room.
- AC has placed signage in areas that need to be kept clear, as well as where equipment needs to be returned.
- All but one Peinert is back in service. One remaining that needs pieces glued back together.
- All ergs have had a maintenance service. Only minor service needs.

**Membership Chair**
- 205 members Total
- 182 Individual
- 9 Friends
- 4 National Team
- 8 Young Adults

We have enough interest in a LTR class.

**Open Comment Session**
- On behalf of Brandin Grams, Andi announced, for the upcoming So Cal Regatta on March 4, there will be a meeting on January 10, 6:30pm at the boathouse, Bay 3. They will start appointing people and putting a plan in place.
- Will Young - SoCal Scullers would like to host a men’s elite rowing camp - 3/4-12 & 3/25-4/2 Men’s elite would like to hold a joint collaboration camp with LBRA (SoCal Scullers) SCS will provide boats. They also need 2 host families. LBRA for erging and waterways in the afternoon. Approximately 8-9 people for the first session, and 4-5 people for the second session. Fee being charged is undetermined but asking to keep it as low as possible. They will use their boats and trailer their fleet out front of boathouse. Michelle Mowery asked if our insurance would cover us. As long as they fill out waivers, the same as LTR day, stating date range and our (TBD) fee. They would then be covered by our insurance. SoCal Scullers are USRowing, this also covers the rowers. The board has requested a formal proposal.

The meeting adjourned at 9:53 PM.

Respectfully submitted,

Andi Parsons
### Action Items

Closed items are **highlighted in yellow** and will be removed in the next month’s minutes.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
<th>Actionee</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>79</td>
<td>No Trespassing signs</td>
<td>Jim Litzinger</td>
<td>Open 8/15 A.C. to give Jim specific wording for signs.</td>
<td>9/15</td>
</tr>
<tr>
<td>119</td>
<td>Boat labeling/rating</td>
<td>A.C. du Pont, Mary Perrot</td>
<td>8/15 Captain to make blue list of members.</td>
<td>3/16</td>
</tr>
<tr>
<td>127</td>
<td>Clean out utility room</td>
<td>AC DuPont</td>
<td>Unsafe &amp; unsanitary conditions</td>
<td>ASAP</td>
</tr>
<tr>
<td>128</td>
<td>We need to correct the gas and battery storage.</td>
<td>AC DuPont</td>
<td>Immediate action necessary LBRA, CSULB &amp; LBJC</td>
<td>ASAP</td>
</tr>
<tr>
<td>129</td>
<td>Boat/storage handling policy</td>
<td>Rob Glidden</td>
<td>Rob has offered to write a policy that the board can enforce. Blast to the members of proper boat storage and usage.</td>
<td>Per AC’s review</td>
</tr>
<tr>
<td>130</td>
<td>Repair</td>
<td>Jim Litzinger</td>
<td>Repair men’s shower wall, hole pending repair.</td>
<td></td>
</tr>
<tr>
<td>131</td>
<td>Non LBRA member Coxswains</td>
<td>AC DuPont and Coaches, (Carlos, Katrin, Anna &amp; Ala)</td>
<td>List of coxswains with contact info (Directory). Have the coach’s assist with compiling this resource.</td>
<td></td>
</tr>
</tbody>
</table>