



## LBRA Volunteer Policy

### Introduction

LBRA makes it a priority to keep costs contained and dues low, thereby being an excellent value relative to other rowing clubs, gyms, and fitness centers. A key part of achieving this goal is the volunteer service of our members, whose many talents and backgrounds can be used to improve and maintain the club. A side benefit is the “ownership” and club pride that comes from giving of one’s self to the greater common good.

### Policy

The Board of Directors strives to have all members participate in club operations in meaningful ways. Club members are expected to perform **at least 12 hours** of volunteer service per year, equivalent to just one hour per month, distributed as the member is able to perform them. Of these, **at least four hours** must be during or in support of a major regatta hosted by LBRA (Christmas Regatta, Beach Sprints, Spring Regatta, or USRowing-sponsored regatta if held locally). Members who meet this standard **and who properly document it** receive a credit on their dues in an amount to be determined annually by the Board. The credit is not pro-rated for lesser service, nor is a larger credit offered for greater participation.

This policy applies uniformly to all members as individuals, regardless of membership grade.

### Qualifying Service

*Examples of acceptable volunteer service or projects include:*

- Full half-day shift, without breaks for racing, at a major club event (Christmas Regatta, Beach Sprints, Spring Regatta, or USRowing-sponsored regatta such as Southwest Regionals if hosted in Long Beach) with a defined assignment. Service as a licensed referee qualifies.
- Learn-to-Row Day
- Learn-to-Row camp assistant
- Bay Series officiating
- Coaching without financial compensation, if coaching credentials recognized by the Board
- CARP events, such as wounded warrior rows
- Launch repair
- Service on the Board of Directors
- Organizing a significant club-wide social activity (open to all, not just a crew or constituency)
- Formal work party for boathouse maintenance
  - Cleaning and servicing ergometers and indoor bicycles
  - Cleaning and organizing shop space or storage

- Website maintenance
- Projects of lasting impact requiring at least four hours to complete, **if specifically approved** by the Board beforehand, including but not limited to
  - Health and safety projects
  - Legal consulting
  - Engineering and architectural consulting
  - Accounting or financial consulting

*Examples of tasks that **do not** qualify for volunteer credit include:*

- Putting slings away at the end of a row
- Coiling hoses or washing down boats or the wash deck
- Putting abandoned clothing in the Lost and Found bucket
- Bringing snacks to share when not tied to the food needs of a major club event
- Cleaning the kitchen after impromptu celebrations
- Paid coaching
- Managing, organizing, or coordinating one's own crews
- Helping rig/de-rig boats and load/unload the trailer prior to an out-of-town regatta (which is always expected of all participants in such regattas)
- Coxing
- Being a substitute for a rower, whether in practice or competition
- Organizing a party or celebration for anything less than the full membership
- Offering yoga or fitness classes
- Volunteering for LBJC events and regattas, unless specifically co-sponsored with LBRA
- Volunteering for CSULB events and regattas, unless specifically co-sponsored with LBRA

*For avoidance of doubt, volunteer credit is **not** given for*

- Cash donations to any organization or individual in lieu of work hours
- Showing up on the day of a regatta, work party, or organized task without prior arrangement and specific assigned duties. However, credit **is** offered if a member is asked by a club officer to fill in for others on an urgent or emergency basis.

### **Documentation**

Volunteer service records shall be kept by the Membership Chair, updated monthly and posted to the LBRA website. Members wishing to claim credit must do so as soon as practicable but no less than one month before membership renewal, and may do so by sending a paper or electronic form to the Membership Chair along with tangible, witnessed evidence of the member's service.

Record accuracy is the sole responsibility of each member, and verbal claims without adequate supporting documentation cannot be honored.