

ANCHORAGE ROWING ASSOCIATION
January 13, 2019
Board of Directors Meeting

P	Erin Bashaw ('19)	P	Israel Halcomb <i>Treasurer</i> ('20)	P	Erica Duke ('21)
P	Linda Salter ('19) <i>President</i>	P	Euan MacLeod ('20) <i>Vice President</i>	P	Yvette Gilles ('21) <i>Secretary</i>
P	Elisa Samuelson ('19) <i>Co-Treasurer</i>	P	Vanessa Norman ('20)	P	Piper Yuknis-Jones ('21)

TOPIC	FINDINGS/CONCLUSIONS/RECOMMENDATIONS	ACTIONS & PERSON RESPONSIBLE
Call to Order/Roll Call	President calls meeting to order at 9:25 am	Guest: Shannon Powers and Ed Hall
Approval of Agenda	Motion to approve January Board Meeting agenda.	Izzy motioned. Euan seconds. Motion carries.
Approval of Prior Minutes	Motion to approve November minutes	Yvette motioned. Euan seconds. Motion carries.
Executive Committee	<p>2019 calendar of approved events</p> <ul style="list-style-type: none"> • Shell Pen Move in: April 26 and 27 • Icebreaker: May 9; location TBD • Junior Camp: June 3-7 • LTR and LTS: TBD • JL store opening: TBD • Junior practices begin: Sometime in June: depends on ASD schedule; • Natl LTR Day: Saturday, June 1 • Fairbanks Solstice Row: TBD – before or after Solstice • Mayor's marathon aid station: June 22, 7:45 am – 12:30 pm • Moose Nugget/trailer load: TBD • Tail of the Bear/trailer load: TBD 	<ul style="list-style-type: none"> • Erin will check on cost and renting room at Davis Construction for Icebreaker • Coaching Committee – LTR and LTS dates and plans • Linda will contact Ben about Solstice Row • Coaching committee will finalize Moose Nugget , Tail of the Bear, and Big Head dates/trailer loads • Coaching committee will determine if juniors will attend Green Lake and/or Tail of the lake

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	<ul style="list-style-type: none"> • Green lake: August 3 • Tail of the Lake: October 6 • Big Head/trailer load: TBD: Sept. 7 or 14 possible dates • Shell Pen Move Out: October 4 and 5; discussion of rowing in October with possible equipment fee to replace full monthly dues; Would need level 4 rower at Oct. practices; Need language for rowing safety and fees. More discussion at Feb. meeting • Weigh Enough Ball: October 19 • Junior Car Wash: June 1- same as Natl LTR Day • Maintenance Dates: TBD • Holidays: July 4 is Thursday; Memorial Day is Monday, May 27; Labor Day is Monday, September 2 <p>Review and Update ARA documents: new document: refund/prorating fees; new policy for rental car insurance for outside travel</p> <ul style="list-style-type: none"> • Board will review refunds/prorating policy for Feb meeting • Linda will update Team Management Plan and send to Ed to post on website • Update all documents on website and goggle docs as needed • Linda will draft car rental insurance blurb for racing policy • Ed will add link at signup for people to initial the Team Management Plan and clear volunteer hours from 2018 but add volunteer hours completed since October back <p>No change to bylaws for number of positions on board, or</p>	<ul style="list-style-type: none"> • Euan will follow up to determine maintenance dates as needed • Linda will update Team Management Plan and send to Ed to post on website • Board will review refunds/prorating policy for Feb meeting <p>Ed will</p> <ul style="list-style-type: none"> • Turn off ability for members to pay dues until board assess finances at Feb. meeting • Add link at signup for people to initial the Team Management Plan • Clear volunteer hours from 2018 but add volunteer hours completed since October back • Shannon will cc Ed with any web items • Vanessa will reach out to committees for highlights on volunteers, rowers and what board does on FB • Vanessa will provide blurb to TM for update re Michigan US Masters race to determine interest

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	<p>length of term</p> <p>Vanessa will reach out to committees for reminders for highlighting volunteers, rowers, and what the board does on FB</p> <p>Vanessa will provide blurb to TM for update re Michigan US Masters race to determine interest</p> <p>Car Donation/Title transfer: TM will transfer title out of Jerry's name and research insurance for car through US Rowing. Car will be leased to coaches on a first come basis, Coach(es) will pay for insurance and oil change. Coaching committee will inform coaches.</p>	<ul style="list-style-type: none"> Ed will provide info for Tokyo World Masters 2021 <p>Motion: When a vehicle is rented to transport ARA members participating in a club-sponsored regatta insurance for the vehicle will be purchased through the rental company. Israel motioned. Piper seconds. Motion carries.</p> <ul style="list-style-type: none"> Linda will draft car rental insurance blurb for racing policy <p>Motion to approve car donation title transfer to ARA, research insurance through US Rowing and lease car to coaches: Elisa motioned. Euan seconds. Motion carries</p> <ul style="list-style-type: none"> Coaching committee will inform coaches about use of car, insurance and oil change
Finance	<p>Complete bank paperwork for new board members (2 copies of picture ID for new signers): Yvette is up to date and Israel has all paperwork and copies of ID</p> <p>Review 2018 year-end financial statements: Board will review new in-depth statements from Finance Committee,</p>	<ul style="list-style-type: none"> Finance Committee will meet prior to Feb board meeting to sort out known coding problems. Form plan for selling boats to Wasilla start up

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	<p>and set ARA fees at February meeting. Linda, Israel, and Ed on finance committee. Meet prior to Feb board meeting to sort out known coding problems. Form plan for selling boats to Wasilla start up</p> <p>Review and approve 2019 budget – Board will approve at February meeting after finance committee presents in-depth review.</p> <p>USRA Membership KCRC to continue joint membership with ARA: Motion to continue to go forward. Motion approved, KCRC has paid for this year.</p>	<ul style="list-style-type: none"> • Ed will turn off ability for members to pay dues until board assess finances at February meeting • Elisa will resolve Green Lake finances, close out by Feb board meeting • MNR committee will look at costs for this year as posted and confirm <p>Motion to continue to go forward with KCRC to continue joint membership with ARA. Elisa motioned. Euan seconds. Motion carries</p>
Coaching Committee	<p>Plan for advertising for coaching:</p> <ul style="list-style-type: none"> • Coaching Committee will post ad. • Linda will contact Rich to confirm dates he will be in Alaska and available to coach this summer. • Elisa will email Rich and officially offer job. Committee will fill in around Rich’s availability. <p>LTS/LTR plan for 2019: TBD; More to come from coaching committee</p> <p>Life jacket requirements for coaches, update policy/purchase life jackets:</p> <ul style="list-style-type: none"> • Linda will look for verbiage from USRowing for 	<ul style="list-style-type: none"> • Coaching Committee will post coaching ad • Linda will contact Rich to confirm dates he will be in Alaska and available to coach this summer • Elisa will email Rich and officially offer job. • Linda will research US Rowing life jacket policy for rowers and coaches

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	<p>coaches wearing life jackets.</p> <ul style="list-style-type: none"> • Need to locate the 5 cartridge life vests that ARA has • Need to research type needed for safety and rowing ability for coaches and rowers. <p>Need to set a coach to junior-rower ratio for small boat practices and add to Team Management Plan</p> <p>Coaches cannot sign off on swim test at pool session</p> <p>Ed will update member pages with line to enter level for sweep and sculling – undetermined who will enter info.</p>	<ul style="list-style-type: none"> • Shannon will advertise in weekly update that we have vacancies on the coaching committee that need to be filled. <p>Motion to require Coaches to wear life jacket in launch. Vanessa motioned. Piper Seconds. Motion carries 7-2</p> <ul style="list-style-type: none"> • Ed will update member page with line to enter rowing level
Junior Committee	<p>Greenlake reconciliation for 2017 and 2018: Elisa will resolve Green Lake finances, close out by Feb board meeting</p> <p>Update registration packet for juniors to include medical info, same requirement as ASD?</p> <p>Erica is putting together a committee for Juniors.</p> <ul style="list-style-type: none"> • Erica will work with Elisa and Erin to update junior webpage • Linda will contact Commencement Bay Rowing Club and ask about their policy for collecting medical information from juniors and how info is stored (HIPPA concerns). Medical info needs to be available to coaches during practice/travel. • Final review and board approval at February meeting. <p>Approved information will be shared with coaches.</p>	<ul style="list-style-type: none"> • Elisa will resolve Green Lake finances, close out by Feb board meeting • Erica is putting together a committee for juniors. Erica will work with Elisa and Erin to update junior webpage. • Ed will research a secure webpage option for HIPPA information. • Linda will contact CBRC re juniors & medical info

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Membership/Communications	<p>At The Catch – timeline, topics, writing assignments (Due March 19) Erin is POC At The Catch Assignments (due March 15) 20 years in a row - Ed Baby announcement Ben and Carolyn Board info and photo – Erin Big Head and rowers from California - ? Tokyo 2021 – Ed Introduce new coaches – coaching committee Junior info (?) – Erica Maintenance - ? The Dave – Vanessa (?) Juniors who are rowing in college – Erica (?) Promote facebook and Instagram</p> <p>Link to Team Management Policy when signing up for the year and link to US Rowing wavier – this will be updated on website.</p> <p>We will do a volunteer drawing again this year at the Weigh Enough Ball</p>	<p>At The Catch Assignments (due March 15) Erin is POC</p> <ul style="list-style-type: none"> • 20 years in a row - Ed • Story ideas and work with Kevin to print – Erin is POC • Board info and photo – Erin • Tokyo 2021 – Ed • Introduce new coaches – coaching committee • Junior info – Erica • Juniors who are rowing in college – Erica • Promote facebook and Instagram - Vanessa <p>Ed will</p> <ul style="list-style-type: none"> • add link at signup for people to initial the Team Management Plan and link to US Rowing wavier
Team Manager	Nothing to Report	
Equipment	<p>Used equipment and trailer offered for sale by Rich Connell from Middlebury College – We need more information on the oars and trailer. Looking into the cost of buying a new trailer. Ed Hall offers to finance trailer at 2% interest rate. ARA to pay fuel costs for driving from VT to AK, estimated at \$1750.00. Will discuss more at February</p>	<p>Motion approved to buy boats the following boats from Middlebury College: Farmacy, Paddlin' Madeline, G2, ASB (bow cox), Will Melton, and Lindsay Thompson Euan motioned. Vanessa seconds.</p>

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	<p>meeting</p> <p>Motion approved to buy the following 3 Hudson 8's: from Middlebury College: Farmacy, Paddlin' Madeline, G2, and 3 Hudson 4+: ASB (bow cox) Will Melton, and Lindsay Thompson.</p> <p>Linda to draft special update announcing purchase of boats and fundraising effort - Ed to work with Kevin on graphics to represent money raised for website, all board members encourage donations, pursue options for matching.</p> <p>Oars – painting – Decals were tested. Final design TBD. Linda will check with Kevin on plan for painting oars</p> <p>Alternative to combo locks for pen – Israel and Euan will make something (leather, vinyl or other material) to protect our current locks from water and snow. Shannon will send Israel a picture of what ASD uses as a prototype.</p>	<p>Motion carries.</p> <ul style="list-style-type: none"> • Linda will check with Kevin on plan for painting oars • Shannon will send Israel a picture of what ASD uses as a prototype for protecting locks from rain and snow. • Linda will draft Special Update for boats • Ed will develop and post graphics on website for donations for boats
<p>Racing Committee</p>	<p>Discussed Fairbanks Solstice Row level of participation:</p> <ul style="list-style-type: none"> • Decided this is not a club event so participants must self organize. • Board will discuss a rental fee for equipment use at February meeting. • Linda will ask Ben is he is organizing or attending this year. 	<p>Linda will ask Ben is he is organizing or attending this year.</p>

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Special Events	Piper is the Special Events liaison and will follow up on Ice Breaker, National Learn to Row Day, and Weigh Enough Ball.	Piper is the liaison and will follow up on Ice Breaker, National Learn to Row Day, and Weigh Enough Ball.
Fundraising Committee	The Dave 2019: Volunteers include Vanessa, Jessica, Israel, and Erica. Possible dates are August 10 and 11.	Vanessa is POC for Dave
New / Old Business	Ed to provide info on alternate Dave proposal for 2019 at Feb meeting. Next meeting February 27 at Michael Baker. Erin to coordinate food.	Ed will provide info on alternate Dave proposal for 2019 at Feb meeting
Adjournment	Motion to adjourn at 3:00 PM	Vanessa motioned. Euan seconds. Motion carries.