



Sammamish Rowing Association  
**Board of Directors Meeting Minutes**  
 March 15, 2021

Board Members Present	Staff Members Present
Alice Detwiler	Mark Davis
Ann Creighton	Yulia Poltorak
Ann Taylor	Simon Williams
Bart Eppenauer	Ethan Currie
Dale Quigg	Liza Dickson
Dee Walker	Matt Lundberg
Heidi Kelly	Alec Willett
Jennifer Teschke	
Jon Perrin	
Jonnie Ressler	
Susan Cameron	
Yvonne Cote	
Board Members Absent	Guests
John Kelly	
Bill Spencer	

- Meeting called to order via video conference at 7:01 pm.
- **Welcome & Introductions: "Old" board members introduce themselves** (Heidi)
  - Heidi asked "Old" board members to introduce themselves and tell us what brought them to SRA and what will bring them back. Thanks for sharing all of your stories!
- **Approve Minutes from 02/22/2021 Meeting** (Bart)
  - Ann Taylor requested an amendment to the February minutes to reflect the actual PPP loan amount of \$145k. Motion to approve the February minutes as amended proposed by Bart, seconded by Dale, and unanimously approved.

- **Executive Director Report (Mark)**
  - See Mark's report posted in the [2021 Executive Reports folder](#).
  - Ziplly has LOI for undergrounding work and will let Mark know on expected project completion date soon.
  - Per question from Yvonne, Mark indicated that LTR will be in 8's – since not really "working out."
  - Alice asked about how SRA is tracking vaccination information. Currently members fill out a Google Form with the information. Alice cautioned that should look into requirements for handling and storing health information, and how long that information is kept. Mark mentioned that US Rowing may provide guidance on this issue. Heidi requested that Mark ask for that guidance if possible.
  
- **Finance Committee Report (Ann Taylor)**
  - See [2021 Finance Committee Folder](#) for Finance Committee Report, Statement of Activity, Budget to Actual Statement of Activity, and Statement of Financial Position.
  - Susan asked questions about equipment/facility repairs. Ann mentioned those expenses are reflected in fixed assets.
  - Ann C asked question about payroll tax credit. Ann T said that it is called an Employment Retention Credit – 50% tax credit for every \$10k paid to an employee. Basically, for all FTEs SRA will receive a \$5k tax credit!
  - Yulia learned about this program from Dee and then investigated and put it to work for SRA – well done and thank you!
  
- **Strategic Plan Implementation (Susan)**
  - Thanks to Yvonne for driving completion of the Strategic Plan.
  - Susan showed a tracking tool (Google Sheet) that will allow tracking progress of Strategic Plan Goals, Priorities and Initiatives on a quarterly basis. Will also show those individuals that are owners, responsible, and participants for tracking items. First update will be provided in June.
  - Check the [2021 Strategic Plan and Progress Folder](#) for the tracking tool and updates.
  
- **Staff Liaison Report (Yvonne)**
  - Yvonne has emailed everyone on staff, met three staff members so far, and plans to chat with everyone to open a dialogue and be available to learn of any issues or concerns.
  
- **Questions:**
  - Simon asked if new staff member Elizabeth Mitchell will do any non-coaching duties. Mark indicated that she'll coach a couple of masters programs and then do some administrative work.
  - Jennifer asked how we landed Elizabeth. Mark mentioned that he has known Elizabeth ("Mitch") for several years, and he was able to learn that she is interested in making a career move from a former colleague.
  
- **Adjourn!**