



Sammamish Rowing Association

Board of Directors Meeting Minutes

Feb 26, 2020

Board members present	Staff members present
Alice Detwiler	Simon Williams
Andy Lynch	Anne Corley
Bill Spencer	David DeWinter
Dee Walker	Elizabeth Wilson
Heidi Kelly	Eliza Dickson
Jennifer Teschke	Ethan Currie
Paul Colvin	Mark Davis
Scott Winter	
Tanya Bumstead	
Ann Creighton	
Susan Cameron	Guests
Yvonne Cote	Lise Place
Board members absent	
John Kelly	
Sunrise Swanson Williams	

Meeting called to order at 7:00pm.

Welcome to all our guests, including our new board members Susan, Ann and Yvonne.

Previous minutes Motion to approve the Annual General Meeting minutes made by Jennifer, seconded by Scott and unanimously passed.

Previous minutes Motion to approve the January minutes made by Jennifer, seconded by Paul and unanimously passed.

ED report

Mark walked through his report.

- Masters enrollment for Spring fell about 15% compared to Fall 2019.
- Mark and Ethan are evaluating the LTR pipeline and how to keep rosters filled.
- Junior enrollment remains strong, with no change from January.
- The Novice squad continues to accept new rowers, with a few boys and girls added this month.
- The middle school program is at capacity, with an additional 24 on the wait list. We need to consider whether the program should be expanded and what this would mean for equipment.

- Experienced Boys had a successful training camp on Lake Samish. A rower was injured when he fell between slats on the dock. He will be able to return to training in about two weeks.
- The Experienced Girls scrimmage on Feb 15 was canceled due to wind. Dennis lined up 12 boats across our home course during their scrimmage with Baker the following weekend.
- Junior team focus is beginning to shift from training to racing.
- All rowers are excited to be back on the water after recent flooding.
- During the flooding the water was so high that the dock came off the pilings and was connected only by the ramp. Special thanks to Matt and Simon for securing the dock to the shore. We need to consider how to protect the dock and have contingency plans in place in the event something happens to the dock prior to its replacement.
- The Vette got loose and floated down the slough. The propeller is badly damaged. Extraordinary effort by Matt, Elizabeth, Tom and Alec led to its rescue. Matt is replacing the older locks and ensuring all are working correctly. This serves as a reminder to secure the launches at the end of practice.
- Two new Maas singles are in the boathouse. They are temporarily named 1 & 2.
- Mark and Masters coaches discussed new ideas including creating a non-competitive masters group and growing the younger age group (20-40 year olds) by recruiting SRA junior alums as adult rowers.
- Next week Mark will meet with the City of Redmond regarding replacing the dock. King Co. Parks and Parametrix will also be in attendance. Mark and TJ from King Co. plan to also address the undergrounding project with the City at this meeting.
- Mark met with King Co. about the sewer upgrade project. The 3 year project is slated to begin in 2021 and the county will inform us of any disruptions to our parking lot months in advance.
- Matt has filled the position of Head Sculling Coach. As he also assists with ECM, we are looking for additional coverage on Saturday mornings as those practices overlap.
- Alec is already back at work after being hit by a car while biking home from work two weeks ago. The SRA community rallied to raise funds to replace his bike and gear.

Gala

Elizabeth walked through the gala planning status.

- A silent auction will replace the online auction held last year. She will compare fundraising results.
- A blind-bid dessert dash will replace the premier cakes live bidding from last year. She will compare results.
- Elizabeth will conduct a post-event cost analysis to highlight the gala components with the best net fundraising potential to inform future gala planning.
- Seed funding is \$40k to date.
- Elizabeth has invested significant time creating the sponsorship program and materials, planning the gala and managing the marketing. We need to evaluate whether the staff workload should be supported by volunteers next year.

Mark noted he was impressed with RowHero software after seeing its usefulness and practicality during recent junior land practices. Other programs he investigated perform similar data management but RowHero is the only software that operates in real time. David noted that the data from an erg monitor is focused on an individual; RowHero focuses on the team metrics and training sessions.

Motion to fund the purchase of a RowHero license for all Junior teams for Spring season at a cost of approximately \$7,092 made by Paul, seconded by Heidi and unanimously approved.

Board Governance

Our pro bono attorney Lise Place gave a presentation on board governance.

- The Board's role is strategy and governance, and the ED implements that vision unless the Board consciously decides otherwise.
- Anne reviewed the org chart and expanded on the distinction between governance and operations responsibilities.
- A board member who finds the time commitment unmanageable should ask to be released rather than allow the job to go fallow.
- Board of Director Handbooks were distributed to all board members and Lise discussed each section. Tanya will compile all handbook documents in a Handbook 2020 folder on Google Drive.
- Board members should review the handbook and become familiar with the resources for finding answers to governance questions.
- All SRA activities must support the mission of our 501C3 charitable purpose or we risk losing our tax exempt status. Lise described multiple scenarios that could put us at risk.
- All present members were provided Conflict of Interest and Confidential Information Policies for signature. Lise noted these policies apply to volunteers also.
- Our strategic plan was originally informed by a survey to establish goals, which led to a SWOT analysis. A new strategic plan would give Mark direction.
- SRA Bylaws have not been updated since 2014. They should be reviewed to determine whether they still serve our purposes.
- King County owns our boathouse. We currently pay a use fee of \$6k/year and are 10 years into our 30 year lease agreement. King Co. invested over \$1m in the new boathouse. We aim to be excellent stewards so they renew our lease.
- Although the boathouse itself is ADA compliant, King Co. is aware of how our site limits access. For example, the dock cannot meet ADA code because it moves up and down and cannot maintain constant ramp slope.
- Anne reiterated that the board has a policy of speaking with one voice.

Finance committee

Jennifer walked through the reserve policy and financial report. We are accumulating cash for fulfilling the equipment plan. Anne stated that a sound Finance Committee is the Board's highest calling and our recruitment of members with finance expertise should be ongoing. Jennifer is currently serving the last year of her term as treasurer.

Equipment Committee – Equipment Plan

Simon distributed a copy of the equipment plan running through 2020.

- Simon conferred with Elizabeth about equipment needs for middle school and all needs are met.
- In order to expand the middle school fleet, we would need to purchase another set of riggers in order to utilize other boats (to make another oct or quad with Pocock C shells).
- Equipment is not the primary constraint for middle school program expansion. Launches, parking and dock space are limiting factors. Liza stressed that staffing is a much bigger barrier to growth as those practice hours are very difficult to staff.
- Middle school growth goals should be addressed in the strategic plan. Its value as a feeder program should be considered.
- Yvonne coached LTR last year and noted that there was a shortage of beginner sculling boats due to overlapping middle school practice.

Equipment Committee—New Truck

The new trailer is in Indiana and ready for pick up. New boat purchases and the repaired Snoopy will be ready in 2-3 weeks and Hudson could drop them off in Goshen, IN. The potential to save delivery costs (\$3300 for the trailer and \$3000 for the boats) led the committee to consider the acceleration of a new truck purchase. Simon could arrange with a local dealer to purchase a truck in Detroit, fly two SRA staff to pick up the truck and drive it to IN to pick up the trailer, and load our boats on the trailer. The cost of a new truck (less the trade in value of our current truck) is roughly \$6500 + 30k truck reserve.

Motion to allocate the \$30k truck reserve plus not to exceed \$10k in additional funds to purchase a new truck and trade in the existing truck made by Paul, seconded by Bill and unanimously passed.

The board expressed appreciation to Simon for navigating complex logistics to save money.

Social / Junior Parent Committee

Heidi reported widespread satisfaction among junior parents. Gala participation for parents is higher this year and she anticipates strong support of SRA throughout the season.

In the coming weeks Dee will convene the executive committee along with Mark to discuss the strategic plan and address questions about the Bylaws. They will also examine all committees and determine if they are necessary and correctly constituted.

Jennifer asked how SRA would respond to a coronavirus threat. Dee will discuss the issue with the executive committee.

Alice offered to utilize her legal background as chair of the governance committee.

Anne recognized Lise for providing her pro bono legal expertise benefiting SRA over the course of many years.

Dee acknowledged the volunteers nominated for Volunteer of the Year and commended their service.

Other committees

No updates.

Meeting adjourned at 9:19pm.

Next board meeting: March 18.

Issued on March 16, 2020 by Tanya Bumstead, Secretary of the Board.