



Sammamish Rowing Association
Board of Directors Meeting Minutes
March 25, 2020

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

Meeting called to order via video conference at 7:02pm

Welcome to all attendees.

Dee reiterated that the board speaks with one voice and identified keys to leading during a crisis:

- Acknowledge the reality of the situation
- Be truthful and transparent
- Lead from the front
- Use the team
- Make hard decisions

Previous minutes: Motion made to approve the previous minutes, seconded by Ann and unanimously passed.

Board members who haven't yet emailed Tanya their cell phone number should do so.

Boathouse Closure Status – Mark

- Mark has drafted a letter to update members about the boathouse closure extending to April 24 (mirroring local school districts) and to share information about the coach and staff projects that are currently underway.

- Dee confirmed that the letter should be sent as planned.
- Mark received an email from King Co. today stating Marymoor Park will be closing completely, with no entry allowed even for vehicles. SRA will now be off limits to IRC rowers. Mark will ask if SRA staff will be permitted daily access to the boathouse to check on the facility. He will forward the King Co. email to board members.

Finances – Jennifer

- Jennifer walked through the fee refund/donation proposal.
- All board members are committed to offering members some kind of refund.
- The Spring fee liabilities total approximately \$288k, including middle school (whose season has not started).
- Our financial position enables us to offer refunds without utilizing contingency funds or the undergrounding reserve at this time.
- The finance committee will need to know the total amount of fee refunds requested in order to make financial projections going forward.
- Ann noted that educating members about SRA's financial position would aid in their decision of whether to request a refund or donate fees.
- Ethan has created a tool with Survey Monkey for confidential communication to help our admin respond to how members want SRA to handle their fees.
- The board recognized that we serve a spectrum of financial situations within our membership, acknowledging that some will be able to donate their fees, and some will need fees refunded.
- Marilyn noted that limiting the refund/donation options to four would be the most functional administratively. Staff can work with individual members who request something outside the proposed options.
- Alice noted that the treatment of fees/refunds/donations should be identical for members who paid for the season in full and for those on a payment plan.
- The committee still needs to address boat storage and IRC fees, and those who have already registered for Summer.
- SRA's business interruption insurance does not cover losses due to the current circumstances.
- The Communication Committee will develop answers to FAQ to address anticipated fee questions and will assist with messaging in the fees communication.
- The Finance Committee will manage the details regarding fees/refunds/donations and finalize the plan. The plan will be based on the four options presented in the proposal.
- Jennifer will forward the plan draft to Anne, Mark and Dee for a collective final review.
- Mark will publish the communication by Friday afternoon, March 27.

Communication Committee – Heidi

- The aim is to maintain community spirit and convey the reality of SRA's financial situation with transparency
- Communication will include regular features:
 - o "Mark's Moment," including a financial update and where we are now
 - o Coach content to share what coaches are working on

- A snapshot of what SRA is doing to stay strong and fit, with community content curated by Susan
- Community links directing members to resources for help (suggestions for links should be emailed to Yvonne)
- Educational content developed by coaches
- Fun and levity for the Juniors, provided by Liza and Ethan
- A lot of new content is in the works. Anne will proofread all content.
- Elizabeth is developing a members-only section for the website. The e newsletter will live in this portal.
- In light of Mark's letter regarding fees scheduled for distribution this week, the Communication Committee will postpone its first letter to next week.

Next meeting: will be an Executive Session (board members and Mark only) on April 8 at 7pm.

Alice will send a Teams invite.

Next regular board meeting: April 15

Meeting adjourned at 8:34pm.

Issued April 5, 2020 by Tanya Bumstead, Secretary of the Board