

July 19, 2016 Board Minutes

6:07 Open Meeting – Lisa Castaldo gave report and update on the food tent equipment repairs needed, suggestions to buy heater and hot liquid cambro container for the hot chocolate. Since no volunteers have come forward to run tent, she is recommending we not have food tent for fall and/or go continental until someone is willing to run it. Tents for kids shelter needs to continue. Lisa gave suggestion to order missing parts for tent repairs. Regarding Mod Champs her recommendation was if Shen is going to continue to cook the food then we should receive payment for services or part of the Mod Champs dues profits. These recommendations will be discussed during meeting. She also thanked the coaches and board for their commitment and recapped her personal observations.

The meeting was called to order at 6:23 pm at the Clifton Park Town Library.

Last month's minutes were accepted electronically on 6/23/16 and posted to website.

Board Members present: Laura McClendon, Joe Castaldo, Scott McDonald, Barb Moore, Jon Slepski, Sean Obrien, Rob Partlow, Mary Hanratty, Nancy Paulsen, Deb Curto and Kim Ferraioli. Also present: Mike Gilbert .

1) Coaches Report:

- a) Coach Sean shared update on the summer program that has been going well. Practices for Philly have been well attended and kids are prepared. Precautions for high heat at Philly are being made, hydration has been discussed and reinforced with all kids. Emails have been sent to the club and put on website alerting all of plans.
 - b) Sean has been reorganizing storage at the boathouse and discarding items unused and left over from years ago. Inventory of equipment has been updated and a few values of items are being researched for final insurance reporting. SGS equipment has not yet been legally turned over, they are awaiting final documentation and this should occur soon.
 - c) Coach Mike removed the doubles races for Philly that involves athletes already in other races as precaution of overheating. They will make appropriate decisions at the race depending on conditions (expected to be high 90's) and if needed will pull out of races putting safety of kids first. Laura and Rob will be attending so can all discuss as needed for decisions.
 - d) Mike shared that the Mohawk equipment on loan to club has been helpful. Quads, singles and doubles and one Mohawk Mod athlete is attending our summer program. This has been a good partnership for us and we are open to further joint ventures with this club.
 - e) Coach Scott shared that Mod summer program has been 32 kids. They are in the second week of learn to row (2 quads) which has also been going well. Per Mikes suggestion A pair of pontoons are affixed to the rigging of the two LTR quads. Scott donated one pair to team. The increased boat stability has allowed them to run drills without an experienced rower in the boat, aside from a volunteer coxswain. In prior years boat stability was provided by two experienced modified rowers in each boat. This new model has allowed experienced mods to focus on improving their own skills and has been very successful change. A new rack has also been built for the program which has been needed addition.
- 2) SafeSport – the SafeSport committee had their annual review of policies and suggested changes were provided to board ahead of time and reviewed by Mary. The code of conduct was changed to add parents behavior to be included and covered from previous board suggestion. Vote to accept and implement new policies and code of conduct were made.
 - 3) Annual Spring Survey – results were distributed to board and coaches ahead of time. Responses were reviewed and discussed. Top items of suggestions of improvement were Improved transparency and continued communication to club on all items, Club looking for updates on the equipment purchases and the food tent being too much (volunteers& expenses). With no volunteer to run food tent, changing to continental option was discussed.

- 4) Spac Update – Laura gave SPAC equipment fundraising update. Feedback has been very positive even though there were a few errors on SPAC not having us on list to work. We are averaging \$1,000 per concert. If we can get more people as runners in addition to the registers is way to maximize our earnings. There were a few members that signed up and did not show so adjustments were made. We will add note to report out success to members in this week's newsletter and ask for more volunteers for remaining concerts.
- 5) Taxes – Laura reported the club taxes were filed from previous year's extensions and were are current to date. A timeline of what needs to be reported when will be created to avoid delays from past years as treasurers and board members changed and this information was lost. Our Fiscal year ends 8/30, with the inventory up to date and plan to have that updated going forward the first week of November after fall season ends, we'll be back on track for December reporting.
- 6) Financial Reporting – Nancy shared Income as of 6/21, she is just back from vacation so will work to get files up to date to report out more information next meeting on fundraiser breakdown for profit numbers . By September we will be current for full financial quarterly reporting. She also shared that Donna Calvey, a masters rower, made a \$500 donation for equipment. Deb asked that a full treasurers report be presented at each month meeting as well as confirmation of personnel taxes being withheld. (profit/loss statement, reconciled bank statement, expenditures and disbursement).
- 7) Transportation Update – Jon updates that 2 Shen buses (44) are confirmed and one Coach bus (55). We need to limit the mods to 44 kids as we cannot switch Coach bus due to afternoon arrival times. There are no additional Shen buses available. The max number of mods can support due to coaching and equipment is 52 so over the 44 will be required to provide their own transportation and a discount may be needed.
- 8) Fall Registration – Kim requested confirmation of fall fundraises for the registration forms – rowathon and pies. Spring fundraisers are also listed on sheet since they sign them once for full year. Fall Season prices were voted on for no increase for fall and additional travel for NH be given up front in total pricing for the freshman and varsity teams.
- 9) Coaches were dismissed from meeting. The board had closed discussion regarding reviews for both Sean and Mike. Laura and Rob will conduct Sean's review in coming week and Sean will conduct Mike's review with Laura present.

Meeting adjourned at 8:58 pm.