

November 17, 2015 Board Minutes

The open meeting was attended by Lisa Partlow who brought up a discussion of concussions and questions around the procedures in place for handling injuries occurring at regattas. Two head injury incidents were discussed. Specific requests were made for quicker parent notifications, providing accident reports to parents, and coaches following up with parents and rower. For both incidents, Head Coach Mike Gilbert indicated that parent notifications were made promptly and accident reports filed. A group discussion ensued covering each of Lisa's concerns and suggestions, including exploring procedural improvements. Ellen Sherry suggested the use of walkie-talkies as a simple and effective way for coaches to quickly alert staff of an incident to expedite parent notification, and if necessary, communicate immediate care needs. The Board will get Shen concussion policy and add to board documents.

The meeting was called to order at 7:28 pm at the Gowana School Library.

Members present: Ellen Sherry, Sean O'Brien, Kim Ferraioli, Paul Ennis, Marc Price, Mary Hanratty, Joe Castaldo, Rob Partlow, Nancy Paulsen, Laura McClendon, Jason Schoen and Scott McDonald. Also present: Mike Gilbert, and Dave Clayman.

1. Welcome to new board member Paul Ennis who was voted in last month to replace Lucette Robillard after her resignation. Introduction of all members to Paul.
2. **Coaches report** – Sean shared that 12 families attended the Healthplex Open house the previous Saturday. There was an introduction to facility, discussion on nutrition and the goals of the program. Healthplex is offering a trial offer to parents if their children are attending the winter program. Feedback was positive of those that attended.
3. **Feb Trips** – Modified Tanks trip is planned for 2/19 & 20th with a tentative group of 13 kids already. The hotels will be booked and registration information to be coming with final pricing etc. The Freshman/Varsity trip to Florida with Burnt Hills is being split for 25 BHills and 25 Shen spots. Chaperone volunteers have already stepped forward. The pricing is estimated for \$600-700 per person to include all meals (at Univ at Tampa), bus, hotel etc. A day trip to FL amusement park is being discussed that may have additional expense. The chaperones will also need to pay for their expenses \$395. Final pricing and details to be distributed soon.
4. **Coaches Contracts** – BOD discussion about creating new coaches contracts vs at will employees. In past years the full time coach and director had signed contracts but this practice was discontinued and contracts are outdated. Attorney Rich attended to give pros and cons of each. An alternative would be expanding the job descriptions into a binder outlining expectations, vacation requirements etc to be signed by coaches. Everyone will consider all the information presented and decision will be made at next month's meeting. Preferences of coaches Sean, Mike, Dave and Scott were noted.
5. **NCAA Rules for Masters coxswains** – there was discussion that athletes that are coxswains for masters should not be paid as it may jeopardize scholarship qualification. NCAA rules were checked four years ago by Ellen and Shen was in compliance. Calls will be made to NCAA again to ascertain current rules regarding non professional income.

6. **Coxswain clinics** – Sean will discuss with Justin on running 4 1hr sessions over winter. It was also discussed of having the coxswains start a week before spring session for pre-training. Suggestion made to make these free to all who attend. Once official season starts, it becomes difficult to hold just for coxswains since we need them to get all kids on water. Official plan will be discussed and shared again once finalized.
7. **Bylaws and board seats**– Joe confirmed that the bylaws state that a majority vote would be needed for Ellen to stay on board after stepping down as president. Vote called and unanimous approval for her to stay on board until June of next year to assist with new president transition. December meeting will have vote for new president that will serve term until June when new vote will be required. Also noted that members Laura, Mary, Rob and Jason have terms ending in June. They can serve an additional term that's determined by a vote of the general membership at the June Meeting. Those they elect to run for president position will most likely would stay on for following year as well. To clarify, we'll have 5 open seats in June and if we have 4 people already willing to stay on, we suspect only one person would step in to fill one open slot.
8. **Marketing committee** – Marc Price presented idea from a newly formed marketing committee for direction of first events to pursue to help with fundraising activities. Top ideas chosen were creating and selling cellphone cases for all Shen teams, Advertising on trailer, Interscholastic team competitions and possible Team Pictures for spring. Jason Schoen volunteered to make gadgets to be sold for rowing with screw driver etc for fundraising. These will be researched and more information and details to come as these are vetted out.
9. **Launch passengers** – Scott brought back a previous topic of having parents in launches. At the Mod level especially, many parents do not know what it's like nor understand all that happens out of the water. Safety is the number one concern to keep limit in launch appropriate but also have room in case a child needed to be rescued. It was agreed that parent would need to sign waiver, wear life jacket and the desired option would be to have Dan Elliott is additional launch for added safety precautions. Appropriate weather would also be required for the "ride along" to be able to occur.
10. **Rowathon & Safesport** – Mary gave update on Fall Rowathon. Donations have increased to 234 for total of \$9,640 received. More thank you cards were ordered to be supplied for errors in first batch and/or additional donations that may come in. Safesport update was that two incident reports came in after Head of Fish. All members involved have been called and/or attempted called and final calls are scheduled for tomorrow. Documentation, written and verbal warnings have been given. As a result the Safesport committee has asked Sean & Mike to have all Winter Crew participants re-sign a code of conduct agreement and will hold a refresher discussion on the first day. The same will take place for Mods at beginning of their winter training.
11. **Hotel Reservations** – Discussion on pricing and arrangements for coaches for away regattas and our policy on sharing rooms. Rob will be making hotel reservations for Tanks and pricing out bussing for Stotesbury for possible chaperones vs having all parents going. Details and pricing to be presented at next meeting.
12. **Car Raffle** – Laura is investigating and presented research on holding a car raffle to raise funds for new boat. Research shows "dream cars" like a Porsche or Tesla get more attention. She proposed multi level marketing on radio, newspaper, direct mailing outside the membership for greater participation. Basic procedure and dealer incentives were discussed and this idea will continue to be vetted out as fundraising option.

13. **Winter Training & Mod Spring** - Kim shared that currently we have 37 kids signed up for Healthplex and only 18 for busing. She will continue to reach out to those that have not yet registered to get final numbers as some have not replied yes or no. An increase for spring was put into the Freshman & Varsity pricing and a vote approved the same \$15 increase to be applied for the Mod program for Spring season.

Meeting adjourned at 10:02 pm.