

October 18, 2016 Board Minutes

7:01 Open Meeting – 13 members were present. A student athlete shared how she would like a new position to be created of Student Liaison(s) to facilitate communication between coaches and athletes who may be uncomfortable speaking to coaches on their own. An incident at practice involving a coach was discussed in detail by three parents that were concerned when their children came home upset. A request for more feedback of performance to athletes and parents at the end of each season was made. When boats are scratched due to equipment malfunctions it leaves some kids out of racing for the day which is disappointing and request for adjustment to line ups if that occurs so all kids could race is asked to be considered. A request was made for as much notice as possible for spring regattas. Four parents requested the team create and put in place a food tent and travel policy addressing kids food allergies, notification made to all members regarding allergies and overall to replicate Shen school travel policy. Confusion with regards to chaperone procedures and bus vs van travel was also an issue. (The board asked them to write a proposal that met their requests and would be considered for implementation over winter session before spring travel.) Another parent thanked the board for all the planning and likes the team travel. The chaperone role is a positive idea and then asked for assignments of kids to each chaperone as was done in summer become standard procedure. Another parent brought forward the idea that incidents need to be documented after a recent comment from her son brought a past incident to her attention. She offered to assist in our efforts. Another parent commented on other issues raised and read the Shen Crew vision statement as reminder in our meeting discussions. Lastly, a request for greater transparency on what items the board is working on be shared with membership, especially in finances, was made.

Last month's minutes were accepted electronically on 9/22/16 and posted to website. Resignation from Kim Ferrioli was accepted via email on October 13th. Kim will continue to serve as registrar through Spring, at which point a new registrar will be appointed.

At 7:45 the meeting was called to order at the Gowana Middle School Library.

Board Members present: Laura McClendon, Barb Moore, Deb Curto, Jason Schoen, Paul Ennis, Scott McDonald, Jon Slepiski, Sean Obrien, Nancy Paulsen and Mary Hanratty. Also present: Mike Gilbert and Dave Clayman. Excused: Rob Partlow, Joe Castaldo

1. Online registration – Sharon Lango shared research information on online registration of Google docs vs. Sign up. Sharon and her husband are most familiar with Google. Both have reports functions for rosters and attendance. For Google Docs - Positive attributes are real time updates, multiple admins allowed and no fee. Limitations are limited to PayPal for payment and unsure limitations with privacy issue surrounding Medical information entered. Sign Up - Positive attributes are we're already using it for volunteer registration so there is familiarity and multiple payment options available. Limitation is annual fee and ads appearing to each user from Google searches could be annoying but not deal breaker since personalized to the user. She did not research full website functionality but more started with the forms registration component itself. It was discussed to maybe use Google online for new winter rowers (limited number) as a test before full use and expansion in spring. Sharon will work with Nancy for creation of forms to report back to the board.
2. The topics raised in open meeting were discussed in depth with ideas of next steps and proposed solutions.
3. Coaches Report:

- a. Coach Sean gave NH Race results recap. Races were very positive and total points put Shen in 3rd place overall for all teams. The boys 4 will be rowing over to Nisky to drop off boat for trailer to go to Charles. Sean and boys will be leaving in van after practice to MA. (on Thursday. Race scheduled for Sunday)
 - b. Sean & Mike will be finalizing winter training with healthplex. Question was asked about Healthplex trainers being used, how often and how we pay. There was a request from the kids to use the “green monster” and implement that into this winter program. Sean and Mike will discuss with healthplex at next meeting to confirm plans.
 - c. Modified program – Coach Dave shared Mods have been placing and racing very well at last regatta. They have been racing every Friday but last week timing was incorrect. He stated there will be seat racing this week for the modified team for line ups for HOF and Mod Champs.
 - d. Mod Champs - Coach Dave reported that Mod Champs will be held at Toga. It was decided against holding it at Union College as the docks and boat traffic would be too difficult for the younger rowers. Saratoga offered to purchase pizza lunch if Shen cannot do the food, it was agreed by all to let Saratoga provide the food. Varsity coaches will ask for 6-8 varsity members to volunteer and help at Mod Champs.
4. Regatta Planning – Jon asked coaches for list of races and locations for spring travel to secure buses and hotels. Discussion about creating a food allergy policy and getting guidelines from attorney as to what are liabilities and requirements surrounding nut allergies and necessary accommodations. The parent attendees of tonight’s meeting are going to draft a desired policy and in the meantime we’ll get parameters from our attorney on what needs to be done to make sure we’re in proper compliance. Refund and crediting policy was read from the registration forms and adjustment of after 4 weeks was agreed to be changed for a flat 10% credit for medical reasons only if note from physician is supplied (not refund) which will be added for spring. Voting procedures online was discussed to quicken decisions for direction when time sensitive decisions needs to be made by all board. If a change in policy is being suggested a vote must be held. If a purchase of durable equipment that is not in the Executive Director’s equipment budget and which costs under \$500, a vote must be held with the executive board; if over \$500, the entire board must vote, and deadline announced within the communication. Parent suggestion was agreed upon to implement kid/chaperone assignments and give out lists to parents with chaperone cell phones in case of emergencies.
 5. Financial Reporting – Nancy shared handouts with income and expense totals for the year, balance sheets for all fundraising with YTD data electronically prior to meeting. Current bank statements and balances were read aloud and shared. Once the buyouts for pies are paid, Nancy and Barb will be able to finalize fundraising numbers to report at next meeting. Nancy is planning to make summary data from last fiscal year available for review by members at the fall finale or upon email request.
 6. Registrar opening – we will need to find a replacement for registrar before spring. Nancy offered to cover over winter and possibly use the online forms as trial since full registration is only for new members and existing members just reply via email and send check to renew.
 7. Dock out is scheduled for November 5th– Sean is waiting to get information from Burnt Hills on how many people they need from Shen to help with Dock out day. Scott will organize and request volunteers once he has information.

Meeting adjourned at 9:51 pm.