

**January 8, 2020  
South End Rowing Club  
Board Meeting Minutes**

**Roll Call**

<b>Member</b>	<b>Present</b>		<b>Member</b>	<b>Present</b>
S. Dominguez	X		J. Purmal	X
F. Hegeler	X		B. O'Malley	X
J. Sale	X		J.C. O Campo	X
B. Ip	X		A. Ramelmeier	
M. Montgomery	X		B.J. Jaurique	X
Vacant DAL			K. Whalen	X
S. Greva	X		V. Cornwell	X
B. Wygant			S. Blew	
T. Wurm	X			
Vacant Bldg Com			S. Wintersteen	X

**Approval of Minutes**

The December minutes were approved (9 – 0 – 0).

**President's Remarks**

Simon begin the first meeting of the new year by asking each Board member to introduce themselves.

He encouraged new Board members to ask questions. New people bring fresh perspectives and we should always look for ways to improve.

He declared that 2020 will be the best year ever for the Club!

He noted the sadness we all feel about our recent losses and expressed his hope that we're now done with that. The Club will host a memorial for Darrin. Details will be announced once his family has made their decisions.

**Members Moment**

No Club members requested to speak.

### **A. Confirmation of 2020 Appointed Board Members**

A motion was approved (6 – 0 – 0) to confirm all of the 2020 appointed Board members.

### **B. Building Commissioner Position**

Simon noted that Jim did an amazing job as building commissioner and that his shoes will be hard to fill. In all likelihood, future building commissioners will need to act more like a contractor and hire people to do the tasks that Jim performed personally.

Until we find that individual, Simon made a motion that he be authorized to hire a handyman for five hours a week at a rate of \$25/hour. The individual will report to Simon. The motion was approved (12 – 0 – 0).

### **C. Filling Vacant Director at Large Position**

Director at Large Niland Mortimer changed his status to out-of-town member and therefore resigned his position on the Board. It is up to the current Board to select his replacement, which will then need ratification at the next membership meeting. The appointment is for the remainder of Niland's term (through 2020).

The Board discussed a number of alternatives including: selecting the next highest vote getter from the recent elections or using the vacancy to address shortcomings in the current Board. Desirable qualities mentioned include: a non-swimmer, another woman, longevity (historic perspective), leadership, personnel management, communications & technology.

Board members agreed to think about this choice and to send their recommendations to Simon by January 17<sup>th</sup>. Simon will develop a shortlist (if necessary) for the Board to consider at its February meeting.

#### **D. Ins and Outs of Board Meetings**

Josh used the recently adopted by laws and procedures to talk the new Board through the basics of Board proceedings:

- Meetings are normally the 2<sup>nd</sup> Wednesday of the month.
- Agenda items should be submitted to the Secretary by the prior Wednesday. The Secretary compiles a draft agenda for the President's review and approval. The goal is to publish the agenda on the Friday prior to the meeting.
- All Board meetings include a members moment where any Club member can speak to any topic not on the agenda. However because the member's item doesn't appear on the published agenda, no action (e.g., votes) are taken on member's moment items.
- Draft minutes are published shortly after the meeting. Corrections can be sent back to the Secretary. Revised draft minutes are provided along with the next meeting's agenda. Please don't circulate draft minutes beyond the Board.
- Each meeting concludes with a dinner. The procedures document show's who is responsible for each month's dinner. There is a \$300 budget for the dinner.
- The Board has its own email distribution list. Please treat the contents of Board emails as confidential to the Board (i.e., don't forward them outside of the Board).
- The new by laws change some of the voting rules. Josh will help the Board sort out those rules as necessary with each vote.

Fran pointed out the importance of Board members supporting one another. We all share a common commitment to making the Club better.

There was a request to have a printed copy of the by laws and procedures in the dayroom. Josh said he would take care of this.

#### **E. 2020 Budgets**

The plan is to review and approve 2020 budgets at the February 5<sup>th</sup> (note this is a change from the normal meeting date) Board meeting.

All commissioners with budgets should now be in contact with Susan Blew. She can provide last year's budget as well as actual spending.

Please plan to distribute your draft budget to your fellow Board members by January 31<sup>st</sup>.

## **F. Overarching Goals**

In addition to handling the day-to-day business of running the Club, the Board has a few broader goals for the year. Simon walked the Board through proposed goals.

1. Communications: we need to find a core group of people who will support the communication function. Brian was voluntold to lead this effort. Brian was reminded that he should assemble a team to help him with this effort. The team need not be limited to other Board members. Brian said he would report on his plan for this topic at the February Board meeting.
2. 501(c)(3): investigate becoming a 501(c)(3) and if desirable attempt to implement the change in 2020. The project may spill into 2021. Susan will lead.
3. 5 year capital spending plan: The scope of this plan will be limited to identifying significant, foreseeable expenses (e.g., roof replacement, sauna heaters, building painting, etc). Initial deliverable will be evaluation of the roof. Monty agreed to lead this effort. As with communications, he should feel free to assemble a team to help with the effort.
4. Capacity/Scalability: This is really an umbrella item that subsumes numerous issues associated with the growth of the Club including:
  - a. New member onboarding
  - b. How to scale programs
  - c. Paid staff to support key volunteer roles (i.e., treasurer and building commissioner)
  - d. Space allocation in the Club
  - e. Monitoring the front door/collecting dues

f. Potentially capping membership

Fran agreed to lead this effort. She said that untangling this “hairball” would be her parting gift to the Board (she has one year left on her term). She warned the various commissioners that she will be relying on them to help her to understand how this concern intersects their program.

**G. Friday Night Handball (not on the agenda)**

Juan Carlos explained that Friday night handball has become an important tradition ... an opportunity for handballers from around the region to play against some of the best players. He also explained the challenges of collecting day use fees from the visiting players.

There may not be a single easy solution to this problem but it was agreed that Andy should provide Juan Carlos a report listing all of the Club members who have indicated an interest in handball. Juan Carlos can then use this report on Friday night's to verify visiting players who claim to be Club members.

We thanked Juan Carlos for taking this on and agreed to do whatever we can to support this effort.

**H. Entertainment (not on the agenda)**

Betty-Jean said we have two private rentals in February. There is also an unsanctioned swimming birthday party (she and Van will talk). She also updated the Board on conversations with Darrin's family regarding his memorial.