

South End Rowing Club Board Meeting Minutes

Wednesday February 9, 2022

6:30 pm – 8:30 pm

Note: This meeting was conducted via Zoom

Roll Call: 6:30pm

Member	Present	Member	Present
Fran Hegeler	X	Dennis Puglisi	X
Kevin Whalen	X	George Lazaneo	X
Dominica Donovan	X	Michelle Squyer	X
Kevin Buckholtz	X	Patrick O'Malley Daly*	X
Brian Ip	X	Mee Lee	X
Alix Marduel	X	Vanessa Blyth Marlin	X
Mary Riley	X	Sydelle Harrison	X
Simon Dominguez	X	Zach Margolis	X
Laura Hovden	X	Elizabeth Young	X
		Seth Kenvin*	X

**Bobby attended the meeting through the confirmation of new Gym Commissioner Seth Kenvin. Once Seth was confirmed, Bobby exited the meeting and Seth joined.*

Meeting was called to order at: 6:30pm

Approval of January 2022 Board meeting minutes:

The January 2022 SERC Board Meeting Minutes were approved.

(18 Yes- 0 No- 0 Absent)

President's remarks:

Fran applauded the sports commissioners for their work through the continued challenges of the pandemic. She also shared that ~50 members attended the Club-wide conversation around water safety for rowers/swimmers. The dock, opening, and along the shore- especially Crissy Field, are challenging areas. Fran also gave a shout out to Alix M. for putting together an exploratory committee meant to investigate how to establish a 501(c)(3) for the Club, members include Susan Blew and Joe Butler, among

others. And, she shared that she's looking forward to the Diversity Committee update. February is Black History Month and the Black Lives Matter flag was hung this morning for the duration of the month.

Confirmation of Gym Commissioner

Bobby introduced Seth and provided background on his nomination. Seth is a runner and frequent gym-user, he also swims and plays handball. He also volunteers frequently for the Club. Bobby has briefed him on the need for new equipment- including the bike and elliptical.

Fran noted others were interested in the position and that they should be encouraged to work with Seth.

Seth introduced himself- he's been a member for six years, but has been visiting the Club for some time before that. He's looking forward to building out the gym program and has already discussed some possibilities with Sydelle, including a South End version of the Spartan-run.

Bobby motioned to approve Seth Kenvin as Gym Commissioner, Vanessa seconded.
(18 Yes- 0 No- 0 Absent)

Note: Bobby left the meeting as an active Board member at this time and was replaced with Seth.

Members Moment

Tom Abbott: Tom shared remarks regarding the Club conversation on water safety for rowers/swimmers that had been held on February 2.

Approval Club Insurance

Dave Santos joined the meeting and provided the Board with an update on the Club's insurance policy and liabilities. He explained the terms, market conditions, and covid-impacts.

Kevin B. asked if these rates included rebuild costs, if we had to rebuild are we insured for that– Dave shared that the fee any inspector would be looking at a particular formula to see how in line the Club is, and this would reflect building and payroll costs and that meets certain criteria. If needed, we can have a commercial adjuster come in and provide that analysis. The question of whether the barge rate needs to be adjusted was also raised- Dave assured that he would ask for no additional increases in the rates.

Fran asked for affirmation as to whether the insurance policy proposed would provide enough coverage. Dave confirmed this and that the policy is in compliance with the City and County of San Francisco.

A motion was made by Zach Margolis to approve the proposed insurance policy, it was seconded by Dennis Puglisi.

(18 Yes- 0 No- 0 Absent)

Diversity Committee Update

Edd Patterson and Roberta Guise provided an update on behalf of the Diversity Committee. Roberta kicked off the presentation. She reminded the Board that the Committee was created a little over a year ago. The Committee is focusing on being less reactive and more proactive. The role of the Committee is primarily advisory and they are not meant to be an adjudicating body. They're working to establish goals- including outreach to external groups. Last year, a training was completed with the Board, via mandate, to complete an unconscious bias training. The Board will again complete this in 2022 and Fran affirmed this.

Edd shared that the Diversity Committee has been committed to engaging in outreach to external groups and inviting them to take tours of the Club. He invited the Board to make suggestions on groups to invite for tours of the Club. One tour is scheduled with his company's diversity group.

Simon concluded with an acknowledgment of all the planning and thought that's gone into the group's work last year and that they will be focused on action this year.

Kevin W. suggested coordinating with sports commissioners for special events as well as a part of this effort. Sydelle shared that she was thinking of organizing a 10 mile run that would be open to non-members. Simon added that for tours, it would be great to have sports reps there as well.

Buck's Fund Update

Fran opened by providing background on the genesis of the fund. The fund was created by those who were close with Buck Delventhal, a much beloved South Ender who passed in October of 2019. Buck was especially committed to diversity and equity. Peter Allen provided further background. The fund is meant to bring in new users to the Club who may not be familiar with the Club or would otherwise feel intimidated by the prospect of joining. The hope is that the fund would be sustained by members and would be something available in perpetuity.

Ken Stupi joined and added that they'd be looking to the Diversity Committee for guidance. He also thanked Laura in advance for her assistance. He also acknowledged and suggested thanking the 20 folks that contributed to the fund, which currently has ~\$8k.

Fran suggested that Simon serve on the fund's Board since he also sits on the Diversity Committee.

Budget Update

Laura shared that she's only received limited feedback on budget proposals and that she's seeking big picture proposals. The program proposed, currently, will effectively be net zero.

Zach shared that the pilots are expected to purchase new engines and a new RIB. He will submit a request to Laura.

Liz shared that entertainment will be requesting an initial \$3k and will be subsequently net positive for the rest of the year.

Mee asked some general questions regarding budget and was provided guidance.

Seth made Laura aware of proposed purchases for the gym.

Dominica noted that it would be useful to have some standard forms to ensure that the budget process is sustainable from Board to Board. Laura has provided Commissioners with 3 years worth of budget information. Commissioners also inherit docs from their predecessors. Kevin W. also noted that budget procedures are in the procedures document. Fran shared that we can work towards standardizing and recording information for future use. George shared that the best practice is to consult with the prior Commissioner.

Laura noted that she would have a separate meeting to discuss the budget and work on a full picture proposal for the March meeting.

Masking Policy

Mee requested a discussion on masking policy for SERC in light of new state and local guidance. Kevin shared that he is an advocate for doing what is most permissible per local and state guidelines. There have been challenges because the City has not considered the Club a stable cohort and has thus mandated masks. Mee contended that the handball community is a stable cohort. Kevin and Fran shared that there are outstanding questions that Rec + Park needs to clarify in terms of how the new guidance applied to SERC. Fran continued to emphasize that it is important that members have a predictable environment, and also that the handball community especially suffered through the pandemic.

Kevin W. also shared that when the guidance takes effect on February 16, there will be a preponderance of non-compliance. There was some discussion on this. George shared that he would get day-use numbers to Fran and Kevin W. to take back to Rec + Park.

Fran opened the discussion of providing her and Kevin W. the authority to change the masking policy prior to the next Board meeting in March. There was an open discussion on the merits of this and whether the decision would be informed by medical professionals and data.

George made a motion to allow Fran and Kevin W. to change the masking policy at SERC in alignment with the City and County guidelines and in consultation until the next Board meeting, it was amended by Zach to include provision that a decision would be informed via consultations with a medical professional seconded by Simon.

(18 Yes- 0 No- 0 Absent)

SERC 150 Committee

Liz provided an update on the SERC Sesquicentennial Planning. The Planning Committee was reestablished ahead of the Planned celebrations in 2023. The Committee was on hold because of COVID. The Planning Committee shared their primary and secondary goals- including to solidify SERC's place in San Francisco history and culture, emphasizing the importance of the Club's current location in Aquatic Park; to make 2023 a special and fun year for the membership; and, to inspire increased volunteerism. They also identified potential activities for 2023, including a large summer birthday party, 150th branded events, and invitationals. Their next steps include formalizing and relaunching the committee. Special swag will also be an important part of the celebrations.

Susan Blew has generously offered to lead on the committee along with Joe Butler, Mary Riley, Pat Cuneen, and others.

Kevin W. offered that celebrations will cost a lot of money, and that we should strategize around fundraising in order to keep costs low for members.

Incident Report/Record Keeping Update

Kevin W. presented on the importance of keeping records, particularly for incident reports. He shared the record-keeping program which will be managed by the Secretary and will be accessed by the President and the Vice-President. Kevin W. clarified that all reported incidents will be recorded and kept in the record. All reports will receive a response and will be responded to based on what the complainant's requested outcome is. The reports will then be triaged. Kevin W. assured that incident reports and their conclusions will be logged. Mee shared concerns around future bias and that records should be thoughtfully recorded as such.

There are files in the office from past incidents. Dominica volunteered to digitize the records.

The Board will share as appropriate that incidents should be submitted to incident@serc.com, as part of a slow-roll out. And, the process will be modified as needed. A more formal announcement to membership will follow.

Member complaint

[Closed session.]

Meeting was adjourned at: ~9:00pm

Attachment 1

Swim Commissioner Report - February 2022

Updates

- **Sunrisers:** We have had a few successful sunrisers (encourage walking to the jump to minimize crowding on zodiacs because of COVID), thanks to the pilots as well as Jane Koegel and Darlene Bagley for planning the schedule
- **Club Swims:**
 - Great Big (virtual) Snivel was less attended than last year, but overall a success
 - Dreaded 9th swim was canceled
 - We are in the planning stages for first swim, Feb 26th Pier 39
 - COVID precautions: outdoor food, outdoor everything, encouraging outdoor shower + no sauna if possible)
 - Tentatively, the rest of the swim clear is on
- **Piloting Class:** Still hoping to offer piloting class in Spring
- **Pilot Policy:** (forgot to update at last meeting) We have a refreshed, clearer Pilot Policy document, distributed via email and published on our site: <https://serc.com/swimming/pilots-corner/>
- **Website:** We have been working with John Gower and Rick Mulhivill to update swim content on our website
- **Budgeting:** Working with the pilot committee, lead pilots, kayak captains to plan requests for this year, looking at new motors for the boats as well as new paddles for the kayaks

Attachment 2: Incident Resolution Process

We are in the process of overhauling our record keeping process about Member Incidents. This is important to pass down knowledge through generations of Board of Directors. The Board has the responsibility of determining when member sanctions are appropriate. When making these determinations, the overall record and behavior pattern should be taken into account. From our Procedures (updated in bold):

*“Expulsion – Good cause for expulsion is defined as follows: **a record of acts or conduct which would substantially impair the purposes of the Club, the preservation or maintenance of the property, or the health, safety, or welfare of its intended users.** Such unacceptable behavior includes all forms of harassment and bullying...*

Suspension – At the board’s discretion a member may be suspended from the club. Good causes for suspension are described above under grounds for expulsion. The suspension shall not exceed 90 days”

To log an incident report email incident@serc.com

Each incident report must include:

- Name of Reporter:
- Incident Date:
- Name of Person(s) Involved in Incident:
- Event Description:
- Desired Outcome:

There are 3 main “outcomes” of an incident:

1. Report - for the record
2. Mediation - 3rd party helps mediate a conversation with goals in mind
3. Inquiry - possible member penalties considered and determined by Board

The severity of the incident will determine what level of documentation is required. But, all reports will be logged and maintained by the Board.

Additional documentation will be linked to google documents from the incident log.

Records of incident reports will be maintained by the Secretary and accessible by the Vice President and President. The current Secretary will pass down incident report records once the next Secretary has been voted in.

Incident Reports will have an automatic response:

“Your confidential report has been received by incident@serc.com”