



## Board of Directors Meeting

The monthly meeting of the Board of Directors of the Nashville Rowing Club (“NRC”) convened on September 18 at Norris Architecture, 620 8<sup>th</sup> Ave. South.

President David Franklin called meeting to order at 7:06

Roll call voting members in attendance: David Franklin, Lisa Delaney, Don Sullivan, Brad Norris, Dawn Foster, Kren Teren, Anne Campbell, Tom Padden,

Members absent: Phil Hertik

NRC coaches in attendance: Eric Gehrke, Corey Sanderson

Additional members in attendance: Laura Kovar

1. Approval of Prior Minutes Lisa  
Motion to approve August minutes  
Made by: Brad  
Second: David  
Motion carried

2. Treasurer’s & Financial Reports Don

Don distributed several documents including balance sheet, P&L, and Budgeted vs. Actuals. We are showing \$94,000 in the bank at this time, although some numbers are not currently accurate (ie., balance sheet does not include PayPal fees payments). Don is currently working with the accountant on reconciling balance sheets from masters side and juniors side with Quickbooks. Not listed on the Balance Sheet are the Mango Tango, new oars, new eight and new trailer. Current assets about \$79,000. Also, some items were miscategorized and will need to be corrected by accountant.

P&L is broken down by juniors and masters. Don suggests setting up separate classification for capital revenue/expenses. Corrections for rental income and misc. income are pending by accountant.

Dawn questioned whether we had approved the \$1,000 donation to St. Cecilia for use of facilities (approval was facilitated by signature sheet circulated to board

members). David will confirm that signatures were collected.

David restated signature policy—for purchases over \$1000, a signature sheet sent to all board members.

Eric noted that the \$101575.16 for donations on the P&L statement does not reconcile with his records showing that the foundations campaign has collected \$119,000 in actual donations to date. Eric to confer with Don on this.

Budget variance report in Quickbooks is still being worked on, specifically a more readable format and more accurate numbers.

The accountant is working on the IRS form due in November, and continuing to work on activating account invoicing and payment for members. Will be helpful to members to activate invoicing function so members can write one check rather than multiple.

Don plans to research banking options as Regions is not providing good service. The club is now becoming a client a bank will compete for, and we should be earning interest as a non-profit.

Don distributed first draft of financial policy—will send electronically for board members' comments prior to the next board meeting.

Eric noted that we budgeted to have about \$44,000 from operating plus programs. Now, we have \$64K in bank from operations and programs and an additional \$30K in uncommitted restricted funds.

### 3. Revenue Projections/New Expenses

Eric

Eric noted that the coaches are going to the Joy of Sculling conference in November. This needs board approval as it's over \$1000. Originally budgeted \$1900, but expenses will exceed this as we have more coaches than we anticipated. Corey is applying for a scholarship to cover his costs.

David clarified that a board vote is a safeguard for budgeted items—for policy considerations. Just because it's in the budget that doesn't give us carte blanche. If revenues are at TK %, OK to spend, if not, needs to be board approved.

It was suggested that Lisa send out an individual communication regarding benefits to the club of signing up for Amazon Smile, so as to better sell the program.

### 4. Old Business

#### A. Ad Hoc Committee Updates

##### 1) Bylaw Update

Kren

No update.

2) Master's Dues—2014/2015 budgets/calendar  
Eric

Eric distributed membership report for Masters and Juniors showing August vs. September to help figure out budgeting, peak seasons, low seasons, etc. These reports show only voting members. Juniors grown by four members. Masters have eight new members (plus coach Eric and coach Corey). (52 total masters members and 25 total junior members).

Also distributed Juniors/Masters program documents. Masters competitive growing as rowers are moving up from the development group. Three out of five novices moving up to development group as well. The competitive group has grown from 19 to 27; development from 18 to 14. Total numbers: 42 in August, 41 in September.

High school showed 2 increases; middle school increased by 1.

Corey said that we have received a number of interest forms from masters; he is sending them to sculling lessons as we don't currently have a Learn to Row planned for fall. Eric would like to have more learn to rows for adults. Corey is thinking about how to restructure; as for now, Laura teaches sculling lessons and invites prospects to join to development group, creating an easy feeder. Will make comp program more sculling oriented.

Don noted that experienced rowers are now seeing better equipment and more organization so that they are more likely to stick with and join the club. He suggests that we think ahead to next year's National Learn to Row Day.

Corey is also cultivating relationships with local fitness community—Iron Tribe, Koko Fitness, etc.—to allow us to promote master's club to their members.

Eric noted the commitment that is being made on the part of junior girls going to the HOOCR. Charges are 775.6 per athlete for junior girls (not including plane tickets). These junior girls will spend close to \$5000 by the end of the year.

3) Branding

Dawn

Dawn received an invoice for branding work of \$1600 from Arden. He is currently sending art files, finalizing, etc., as well as putting together style guide for us—fonts, colors, etc. Looking at royal blue tops—approved versions—vertical, juniors/masters versions, horizontal, taking N out so we can use it alone. Dawn to give Eric pantone colors for boat decal.

David noted that he would place on the next agenda a vote on not changing logo/colors for 5 years. There are ongoing questions by members regarding whether it will be changed again.

Dawn is working on masters uniform with JL; will be setting up an online store for ordering. Dawn working with Matt Hullfish on ordering to try to coordinate masters and juniors. Matt sent merch plan to Don.

Still have \$1600 of inventory of shirts. Suggestions were made to send some to Germany to our "sister" club, give the rest to our members.

It was noted that we could build into membership fees that each new member or LTR gets a t-shirt or bumper sticker.

Eric distributed preorders for junior uniforms—every junior that ordered paid up front.

4) Capital Initiatives/Foundation Campaign Eric

Communication and push for donations need to come from board level/advisory board level. Need a plan—an event—so we can do better face-to-face solicitation. David asked Eric to draft something to send out. Dawn pointed out that the timing was on top of program fees, change in membership dues. Eric reiterated that we don't need to ask for large donations—we need a higher percentage of members to participate to show support when doing outreach to potential external donors.

Motion to have JAB and MAB to appoint a chair for campaign.

Made by: Don

Second: Tom:

Motion carried

David asks for this to happen by next meeting.

B. Equipment Review/Needs/Purchases Update Eric

The new 8 has arrived; Corey and Eric picked up new trailer. No more approved pending capital purchases from prior meetings. David—put in communications for foundation campaign what is the next priority—sell trailer, doubles, and determine interest in old eights (pocock). Sliders for the ergs for the winter; more ergs.

C. Open Row Updates Kren

Better response after moving time of open row 1 hour later (Sundays at 7:45).

## 5. New Business

- A. First reading of financial policy (see above)
- B. Election—process and timeline

It was noted that plans must get underway for elections for 2015 board members. There are concerns that current bylaws create logistical problems. A committee was formed including David, Kren and Tom. Eric asked to be included in committee discussions. Lisa will assist with communication. Committee will determine what will be the criteria for candidates, process and timeline. Committee will meet before October board meeting and pass recommendations to board for review in advance.

## 6. Other Business

- A. Kren: Moving dock—we discussed last season extending the gangway. Someone was injured last year. Need to make a plan to adjust the dock to accommodate safety issues. Moving dock is not an option until marina repairs pylons damaged in spring storm. David suggested Eric getting pricing of adding gangway to push out to deeper water.
- B. Corey distributed list of actions since his start date. Eric noted that Corey will have more specific tasks and responsibilities and will present monthly reports on his progress. His top priority is outreach for juniors and masters.

He discussed a potential Row for Nashville program to assess potential for rowing—any age up to 25 ... do fitness/strength testing, measurements, etc. to tell them if they have the physical capability to compete. Model used in Canada and NZ. No other club in the country is doing this.

Eric will email strategic plan to the board prior to the next meeting Wednesday, Oct. 22. Elections plan will also be presented prior to Oct. 22 meeting for comments so that we can vote on it at the meeting.

Meeting adjourned 9:05