



Board of Directors Meeting

The monthly meeting of the Board of Directors of the Nashville Rowing Club (“NRC”) met at 7 p.m. on July 24 at Norris Architecture, 620 8th Ave. South.

Meeting called to order by President David Franklin at 7:13 p.m.

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

Members absent: Kren Teren

NRC coaches in attendance: Eric Gehrke, Rob Kuhlman

Others in attendance: Maggie Davidson (MAB)

1. Approval of Prior Minutes Lisa
Phil: motion to approve
Dawn: second
Motion approved

1. Treasurer’s & Financial Reports Don

Don distributed p/l report for July 1 through July 24. This is a standard report that will be presented at each meeting. He also distributed a balance sheet that shows assets, liabilities and accounts for depreciation. We are now able to use Quickbooks to see budget vs. actual amounts, as well as the variance.

Don noted that we are still receiving checks for masters side, including—dues and coaching fees. The invoicing part of Quickbooks will help with collection. Don intends to start working on that next week.

David suggested we ask accountant for an estimate by the August BOD meeting of what it would take to put together a report of our accounts from July 1, 2012 through the end of fiscal 2014. This is a precaution in the event we are audited.

It was noted that we are approx.. \$15,000 short on the operation side, but program fees are covering costs

It was suggested that the ED send out another communication about dues/fees payment to the masters to clear up any confusion about dues and deadlines. Dawn suggested that we build into the club's calendar when to communicate regarding payments and from whom communications should come.

It was agreed that financial information regarding fees need to be communicated from the board.

There was discussion regarding the restructuring of Masters competitive program fees after the Board's approval during the June meeting. The Board approved \$240 expected income, but the Masters Advisory board recommended that be broken out as \$200 base program fees per individual, with regatta fees collected separately from those participating. In discussion, it was noted that the club would end up taking in more than the \$240 per competitive rower under this structure.

Motion to approve restructuring of program fees to the fee structure adopted in June meeting as recommended by masters, paying regatta fees on top of this.

Made by: Tom

Phil: second

Motion carried.

Don suggested there be a clear communication that regatta fees are additional to the \$200 program fee.

There was also discussion regarding penalties for non-payment: whether people who have not paid annual dues will have membership suspended; and those who did not pay program fees not be placed in lineups.

There was discussion regarding the Masters roster and confusion that results from different systems being used to keep track of Masters membership/fees and Junior membership/fees.

Motion to: consolidate responsibility for collection of fees and maintenance of roster to executive director

Made by: David

Second: Anne

Motion carried

Eric will communicate this change to membership.

2. Revenue Projections/New Expenses

Eric

Addressed in financial reports above and documents attached.

3. Old Business

A. Ad Hoc Committee Updates

- 1) Bylaw Update Kren

As Kren was absent, there was no report on bylaws revisions.

- 2) Masters Dues – 2014/2015 Budgets/Calendar Eric

[See below]

- 3) Master's Program Fee Payment Status Kren

According to Mary Evins, as of July 18, 23 members paid their FY14-15 dues and joined/rejoined NRC. Of the 23, 6 are new members, and 17 are returning members (out of end-June's total of 58 NRC 2014-half-yr members). Of the 23, only three old members (and four new members) have paid their summer program fees.

- 4) QuickBooks Update Don

The club has hired a temp/part time accountant through Robert Half, Angela Case-Jones. Don is proposing we authorize paying Angela up to 25 hours/quarter at \$26/hour (\$650/quarter). Once we hit 100 hour mark, we can pay \$500 for temp agency to release her and at that point, we can negotiate fees directly with her.

Motion to: Authorize payment to accountant of up to 25 hours/quarter at \$26/hour.

Made by: Don

Second by: Phil

Motion carried

Don noted that as treasurer, he is still looking for ways to reduce administrative expenses. It's possible that we can reduce banking expenses to get more services for same or less money. Once Don is free from the day to day accounting work, he will work on the higher-level issues.

- 5) Accounting Needs/Stability Don/David

[Covered above]

- 6) Branding Dawn

The club still has \$1660 in inventory of Masters clothing (T shirts, hats, etc.). We will try to sell them to novices.

Dawn passed out branding concepts for logo. Gravitating towards 8.1, 9, 10. Suggestions were made to modify the crest under consideration to make it slimmer, more like a traditional crest. Deadline is to order uniforms by end of August. Dawn will send versions with the secondary color to the board for input. Arden will get revisions to Dawn next week.

Don suggests we have a business plan for club merchandise. If we're making

significant profit, we trigger a sales tax liability. Dawn suggests that we poll the members and find out what they want and need and restrict orders to that to avoid overspending.

7) Capital Initiatives/Foundation Campaign Phil/Eric

Eric handed out a donor tracking sheet. We already have \$36,000+ in donations for capital campaign. Eric suggested that the Board and members foster people's interest in turning in pledge form. Advisory boards should help get the word out. Our biggest goal to get 100% of membership to participate. The coaches and Juniors Advisory Board will get the word out at the Juniors Interest meeting. It was discussed extending the time period for pledges through the end of the year. Phil to communicate with JAB, Maggie with MAB—Maggie suggested co-chairs from masters and juniors side.

Eric also noted that via the Amazon Smile program—projecting annual income of \$8,000-\$10,000.

8) Junior Summer Program Update/Successes Eric

Eric handed out records on attendance at summer camps and Juniors LTR and fees collected. These are completely self-sustaining programs—there's no relationship to operating budget. It was noted that the numbers are impressive for year one of the Juniors program.

9) Masters Learn To Row Update/Successes Kren

In Kren's absence, Maggie reported that 14 participated in LTR; only 4-5 have signed up for the 8-week novice program, mostly due to vacations and other conflicts. Rob noted that he may have others who missed the LTR class who could attend. Also, 9 previous novices have moved up to development group; very promising rowers. Eric noted that the dev program most important program, and is larger than the comp sweep program. Laura Rush was commended for the great job she is doing as dev coach.

10) Boat Damage/Repair Update Eric

The Greer and Pineart, damaged during June storms, are still being repaired; we should be getting them back before Juniors season starts in August. There was extensive damage; costs went up to insurance limit—we paid \$250 deductible each. The need to get our boats indoors was discussed—we are going to keep dealing with repairs wear/tear until we get boats indoors.

B. Equipment Review/Needs/Purchases Update Eric

[see below]

4. New Business

1. Recent Inquires Related to NRC David

The club is dealing with various accusations of defamation, etc., from a gentleman who claimed he was waked by an NRC coach in the marina cove. The

party has not filed suit. Sean Wlodarczyk is representing us; Rohrs is also guiding us. If there are any inquiries, push them to David or Eric so we can have a consistent message.

2. Annual Meeting Date David
Meeting will be held at 3 p.m. December 6 at St. Cecilians. Eric will confirm with SCA.

3. Return of Open Row Kren
Masters open row is being held on Sunday mornings, organized by various club members.

4. Club Branding related to Nashville Juniors
Rowing Association and Recent Articles Lisa/Dawn
Recent articles in the Tennessean and elsewhere referred to NJRA branding—Eric noted that SCA has not been informed of a change in branding and our website still uses that name. When we roll out new branding we will change the website, and inform partners.

5. Contract Approval – Cory Sanderson 8.15 Eric
Cory arrives on 8/12; juniors season starts 8/11. Rob's last day on payroll 8/1; Cory first day on payroll 8/15.

Motion to approve transition as stated above, and approve job description.
Made by: David
Second: Tom
Motion carried

6. Rob Kuhlman Eric
See above.

7. Approval of New Masters Calendar Eric
New masters calendar—board is making changes the Masters membership has expressed desire for. Open row has been added, and the MAB reported that the masters want to change practice day from Monday to Tuesday, so that both Dev and comp will row on the same night. August comp practices will be on Tuesday; schedule will be reevaluated and decision will be made by Sept. 1 about practice nights. It is a possibility that we will run into an equipment issue.

8. Equipment purchases (2 new launches/engines
2 new pairs) Eric
Eric handed out capital needs list, showing what has been purchased to date. Boat covers were approved last meeting but have not been purchased yet. Asking for two launches/engines and 1-2 pair/doubles.

David noted that in no way should we be covering our operating budget using our

capital foundation dollars. Those funds are being set aside for equip, coaches salaries, scholarships.

Motion to purchase 2 new launches/ motors; 1-2 pair/doubles up to \$18,000

Made by: Don

Second: Tom

Motion carried.

9. American Express Cards/Don's Personal Indemnification

Don

The coaches have been using debit cards to make purchases. We we are trying to move to a system where there is an intermediate step before money leaves the club bank account. The coaches have been very responsible, but we can't always assume that. Amex would allow for that and give us better accounting. Would get one bill that we would pay every month. It was suggested that we indemnify Don for card so that we can get credit limit.

Motion to indemnify Don for any loss that he would incur.

Made by: Phil

Second: Brad

Motion carried

10. DBA Addition "Nashville Rowing"

Eric

We have a limit of 5 DBAs—original and four names. Currently, our DBAs include Nashville Rowing Club and Nashville Juniors Rowing Association. It was suggested that we add Nashville Rowing as a DBA.

Motion to file for DBA "Nashville Rowing"

Made by Tom

Second: Phil

Motion carried.

11. Other

Maggie reported on several membership fee exceptions—2 people expressed hardship and want payment plan. Another member who owns his own boat and does not store at the lake requested a reduced dues rate. Two people who coxed last fiscal year—we will apply fees paid in the spring to the new annual membership dues. Nonresident fees are confirmed to be \$60. It was noted that the new bylaws should delineate membership levels and distinguish between voting and non-voting members.

Don suggested that we form an ad hoc committee to create five-year strategic plan for entire club, building on the plan presented by Eric for the Juniors when he was hired. It was determined that the Board in its entirety is responsible for club strategy, and that we will set a working meeting for brainstorming this fall.

12. Adjourn

David