

Nashville Rowing Board of Directors: Minutes of Meeting		
DATE: January 11, 2018	TIME: 7 pm	LOCATION: 615 Main Bldg.
Meeting called by	Henry Trost, Board President	
Type of meeting	Monthly	
Attendees	Present: Henry Trost, Maggie Davidson, Al DeNunzio, Cory Sanderson, Meg Mazzone, Jan Duckworth, Jennifer Cheij, Stacey McCarty Absent: Jamie Kyne; Kim Collins (JAC Rep)	
Previous Month's Minutes		
	Person Responsible	
Discussion	E-mailed prior to meeting and all recommended updates completed	
Conclusions	Motion to approve by Meg; second by Jenn; passed with unanimous vote	
Action Items	Persons Responsible	Deadline
Monthly Minutes	Meg Mazzone	Monthly
Financial Report/Facility update/Sharing Agreements/Annual meeting and Elections		
	Person Responsible	
<i>Discussion</i>	<p>Cory Sanderson; Henry Trost:</p> <p>Cory S: Reviewed P&L as of 12/30 – Draft attached to minutes; Cory stated it is 90% in order; a few adjustments are needed. Cory pulled financials onto screen and pointed out areas where he will make adjustments in categories.</p> <p>New accounting firm as of fall, 2017. Had communication issues with prior firm. Now we use Kraft; very pleased so far.</p> <p>\$191K income for ½ year; includes majority of membership dues. Net income \$52.5K so far.</p> <p>Cory encourages the board members to look through the chart of accounts and make suggestions about improvements. Rent needs to be a line item – this will be fixed. Anyone who wants to see the depreciation schedule should request it.</p> <p>Normally new budget process does not begin until May or June but Cory wants to start it sooner. We now have several years of data to use.</p> <p>Al is new treasurer. Cory will set up Al and Henry as signatories with Pinnacle. Board approval required for checks over \$1000.</p> <p>Pinnacle credit cards – we have had 3 of these but we have only one now. Need to have two. Equipment manager may need one. Unfortunately, Pinnacle CC does not sync with QuickBooks. Henry suggests we check on this again. Maybe a 3rd credit card for Coach Emily C.</p> <p>Yearly renewals of various club memberships (e.g., US Rowing) completed – see list on agenda. Need to promote Giving Matters “Big Payback” in May.</p>	

Action	Person/s Responsible	Deadline
	<ul style="list-style-type: none"> • Cory will make adjustments to categorization of expenses on financial statements. • Board members should make suggestions, if applicable, for improving chart of accounts. • Cory will set up new account signatories with Pinnacle. • Cory will get new credit cards. 	
Fundraising/ Capital Initiatives		
	Person Responsible	
Discussion	<p>Cory is seeking locations for annual fundraiser formerly held at Yahoo Brewing. Board members will offer suggestions. See below under Annual Fundraiser Committee report.</p> <p>Cory noted that the Big Payback is coming in May. Without too much effort, it generated over \$2K for club last year, so we need to promote it more this year.</p> <p>Boathouse update – Lizabeth Theiss has 2 meetings tomorrow (January 12); they are in RFP process now; 2-4 months before we start fundraising. We are in 2019 budget for Metro for \$1.5 million. We have to match. Boathouse is for all boating sports. Boathouse is now separated from flood protection.</p>	
Action Items		
	<ul style="list-style-type: none"> • Board members to make suggestions for fundraiser venues. • Cory will update Board members on boathouse status after talking with Lizabeth. 	
Equipment/Fleet		
	Person Responsible	
Discussion	<p>Cory Sanderson:</p> <p>Hudson pair/double arriving end of Feb. This is a heavyweight boat so we will now have small boats rowers of more sizes.</p> <p>Sculling oars are being purchased from small boat training group funds.</p> <p>Potential donation of a single – Cory is exploring this. Unclear what condition it is in.</p>	
Action	Person(s) Responsible	
	<ul style="list-style-type: none"> • Cory to explore possible donation of a single. 	

Staffing Items/ Updates and Committees	
	Person Responsible
	<p>STAFFING:</p> <p>Cory is meeting with staff members to do evaluations. They do this twice per year. Jess will be stepping down from coaching masters in the spring. She wants to be sure there is a good transition. She will continue to coach juniors until Cory finds a replacement. Cory will make the job available to Josh if he is interested. Then we still need to post positions for coaches. Maggie wants to consider a full time masters coach with no other responsibilities. Is this possible? The Board generally discussed recruitment and needs for masters coaching. Cory and Henry will prepare an email to all masters about looking for a replacement.</p>
Discussion	<p>COMMITTEES:</p> <p>a. <u>Music City Head Race Committee</u> – has met. Jon Miller is involved. Date of MCHR is 10/6/18. Josh Herring looking at including a beer garden. Lizabeth and Henry are looking at city involvement. Need to get in touch with local media. Lisa Delaney and Mark Ragland are assisting with this. Maggie is doing Row for the Cure. US Rowing allows us to sponsor up to 4 Row for the Cure events in a regatta and cuts registration fee. Every team has a fundraising page. Anyone who wants to help can get involved.</p> <p>Some goals for MCHR: docks, HereNow timing, beer tent. Don Sullivan is working on dock. Some others are working on sponsorships. We are also getting better enforcement to keep other boats off the river during the race. Lizabeth put together an economic impact statement for MCHR that the Board reviewed.</p> <p>b. <u>Financial Aid Committee</u> – needs a masters and a juniors representative. Need to have a separate dedicated line item so we can track restricted donations. Need policy re payment plans. Jenn Cheij will be on committee. Cory will ask a junior parent to assist.</p> <p>c. <u>Annual Fundraiser</u> – Christy and Steve Grant are willing to help. Need a lot of people to help. Tentative date is March 11. Need donations. Everyone needs to review survey and respond. Asks what members’ skills, interests and connections are. Cory wants to build a database of skills so he can call on people when he needs them. Also can build up committees.</p> <p>d. <u>Branding Committee</u> – Jenn C will ask some people to be on committee</p> <p>e. <u>Adaptive and Inclusion Rowing</u> – Maggie is working on this</p>

Action	Person(s) Responsible	Deadline
	<ul style="list-style-type: none"> • Cory to request a Junior parent rep on Financial Aid Committee • Financial Aid Committee to work on payment plan policy • Jenn C to recruit members for branding committee 	
Branding		
Discussion	Need to refresh branding committee. Jenn Cheij agreed to solicit members for the committee.	
Action	Person(s) Responsible	Deadline
	See above.	
Annual meeting and Elections/Community outreach		
	Person Responsible	
Discussion	<p>Outreach: Cory reported that we are recruiting at several schools. Discussion about where else to recruit (church groups, Y, etc.) Discussion about putting up posters re Music City Erg Sprints. Henry suggested that Josh reach out to board and membership to get more contacts to help with publicity and recruitment. Cory will send Music City Erg Sprints flyer to everyone. Josh’s outreach support was linked in meeting agenda.</p>	
Action	Person(s) Responsible	Deadline
	<ul style="list-style-type: none"> • Cory to send Music City Erg Sprints flyer to board members to assist with promoting the event. • Cory to request that Josh reach out to Board members for contacts for community outreach, for schools in particular. 	
JAC/MAC		
	Person Responsible	
Discussion	<p>MAC Update</p> <p>Proposal for spring programming – addresses needs expressed by members. Competitive has option of 3 practices/wk. One practice combined with Dev on Thursdays – technically focused row.</p> <p>Also extends spring season through SE Regionals. Extension of season and adding a day of practice will increase program fees. Thursday practice could be optional with a lower fee. Summer season will be shorter so a lower fee.</p> <p>MAC is working on a spreadsheet so people won’t pay for racing and not get to race. Also MAC wants everyone to do at least one race. May include two races in program fees and then have people pay for any additional races they want to do.</p>	

	<p>Discussion of fees. Tiered fees depending on options selected. Cory will send proposed fees. General agreement as to structure of spring programs.</p> <p>JAC Update</p> <p>Trying to increase size of JAC. Met this past Tuesday (Jan. 9) and came up with some potential members.</p> <p>Branding store will open in February. Most stores will be online now and products will be shipped to people's homes and not to Kim and Cory.</p> <p>See picture of uniform. Juniors have wanted uniforms that don't have white tops. Al suggested the current unis are fine and we don't need to have a lot of them. General discussion about branding and consistency. Concern about cost. Cory will relay the concerns to the JAC. Gear pack is expensive and there wasn't a lot of notice. Cory says goal is for every new person to have the same gear. Need a further discussion on branding.</p>	
Action	Person(s) Responsible	Deadline
	<ul style="list-style-type: none"> Cory to send out proposed fee structure for new seasons. 	
Membership /Program Update		
	Person Responsible	
Discussion	Membership info was sent out with agenda. There are many new WTL participants.	
Action Items	Person(S) Responsible	Deadline
Ongoing report		Monthly
Reported by	Meg Mazzone, Secretary	
Meeting adjourned at		
Next meeting	Feb. 13, 2018, 7 pm	
Approved:		