

## **Minutes for the BRCC General Membership and Board Meeting held on February 5, 2011**

**Present:** Current BRCC board members (Emily Erickson, Paul Kamen, Phyllis Ritchie, Katrine Thomas, Jill and Ray L'Esperance, Rodger Garfinkle, Pamela Drake. And approximately 35 BRCC members.

**President's report:** Emily gave a brief report of the accomplishments of BRCC in 2010:

- 1) membership in PDBA (Pacific Dragon Boat Assoc.)
- 2) sponsorship of youth team, race fees, coaching etc.
- 3) purchase of new storage locker and pfd's.
- 4) another successful 4th of July event, and Paddle for life.
- 5) a successful fundraiser.
- 6) continued efforts at community outreach, including boat rides with the Y, and other youth groups, including the police group that Warren is working with.
- 7) a new meet-up-group.

**Election of new board members:** Newly elected BRCC board members are:

President: Jill L'esperance

Vice-President: Paul Kamen (continuing in position)

Treasurer: Ray L'esperance (continuing in position)

Secretary: Phyllis Ritchie

Fleet Captain: Katrine Thomas

Membership Director: Pamela Blake-London (continuing in position)

Competition Director: Rodger Garfinkle (continuing in position)

### **Old business:**

- A. Minutes of Sept 22 board meeting were approved by the board before this meeting and briefly summarized by Phyllis:
  - a. The two main agenda items were the budget and Community Outreach, esp as it pertains to the Penn Yan
  - b. We also discussed and voted to keep the current BRCC dues structure which is \$100 for adults, \$20 for students, and free for children 18 and younger but with no special groups singled out for a reduction in dues
  - c. Established the Community Outreach Committee
  
- B. Penn Yan
  - a. Report for 2010 from Warren.
    1. Last year's program: Working with the Police Athletic League (PAL) last year, three trips were taken, with a total of 14 kids taken out. All had a great time, whether they caught a fish or not. Using live bait will better their chances at catching fish. Gary, an experienced fisherman,

will also help with these trips. They have a 'catch and release' policy. Not satisfied with the number of kids, should be more but V is still working on this and his contact with PAL and Berkeley High.

2. Suggested that this program be under community outreach and have a committee to plan the program to see if it is a viable one.
3. Stated that he is not "attached" to the Penn Yan if it is not a viable program and one that is worth the money to keep it. He just thought it would be one way to do community outreach.

b. Proposal by board (See under New Business, Penn Yan 2011)

C. Fleet/dock/equipment, 2010: Katrine gave verbal report and written handouts.

- a. Dragon boats: The seats were last done in July 2009 when the boats were hauled out to paint the insides. Last year at the July 2010 board meeting, \$1500 was allotted for future haul out and maintenance to be done by the boatyard. Two seats need repair (done temporarily by Katrine), and the interior paint is chipping.
- b. Paddles: Paul suggested buying 10 new paddles (2 in each size). He suggested cutting down some of the old wooden paddles for the kids.
- c. Docking: Paul has priced it, and it just needs to be ordered. We will have to have a crew ready to be available when they deliver it to the dock.

D. Membership report for 2010 (Pamela):

- a. For 2010 BRCC had 64 paying members, with 53 currently active in paddling.

E. Treasurer Report for 2010 (Jill and Ray): The Treasurers Report presented an overview of BRCC's assets and the changes in those assets from YE 2009 to YE 2010 as follows:

Calendar YE	2009	2010	Change	%Change
Checking	6,531.71	3,668.79	-2,862.92	-43.83%
Savings	1,104.89	1,105.39	0.50	0.05%
Petty Cash	42.00	42.00	0.00	0.00%
Securities	10,536.60	16,264.50	5,727.90	54.36%
<b>Total</b>	<b>\$18,215.20</b>	<b>\$21,080.65</b>	<b>\$2,865.48</b>	<b>15.73%</b>

While cash on hand in the checking account declined between the end of 2009 and 2010, the value of the Apple stock more than doubled resulting in an asset increase of almost \$3000 or 15.7%.

Depletion of the checking account in 2010 is in part the result of BRCC paying 2 years of PDBA dues, 2 years of insurance and 2 years of Penn Yan maintenance in the current year. An additional expense in 2010 not incurred in previous years was a \$1000 subsidy for member fees for the Treasure Island races.

For the year 2010, BRCC had income of \$9,058 and cash carryover from 2009 of \$7,678 for a total of \$16,736. Expenses were \$11,921. We ended the year with \$4,816 in our combined cash accounts to carry over into 2011.

A Year End Statement of Assets and Fund Balance was submitted showing the combined cash, securities and property to be worth \$41,581.

An accounting of Penn Yan Income to Expenses since its purchase was provided. Total outlays for the Penn Yan are \$15,760. Donations are \$9,500. The Penn Yan has a \$6,260 in outlays over expenditures. This is more than covered by the reserve being held in the \$16,245 in Apple stock.

### **New business:**

#### **A. Membership (Pamela):**

- a. The 2011 waivers are still being collected from members. A new waiver must be completed each year by all members.
- b. Racing eligibility: Must be a BRCC member, dues current, to participate in races.
- c. Dues structure: Board voted to continue with the current dues structure (adults \$100 except for hardship cases), \$20 for full time students, and free for children 18 and younger. No special dues structure (reduced fees) other than stated above for any particular group, ie steerspersons or committee members.
- d. Signing in at practice: This is required both for safety and by our insurance company to know who is on the boat when it leaves the dock. Pamela often signs us in, but we are all responsible for making sure our name is checked on the sign-in sheet. If you get on at the guest dock, be sure to sign-in before leaving even though it is after practice as the insurance com. Needs a head count as well.
- e. San Leandro High School team: several members of the high school team were present. The team has two bank sponsors. One will donate \$400 for t-shirts, and the other, IUSS Bank, will donate a tent for races, and give them a space to have a car wash. They will still need help from BRCC for race fees, transport of paddlers and their tent/chairs to races, and recruitment, ie from Berkeley High.  
Waivers: Pamela told them to work with Keven and Susan to make sure all their waivers are in a folder in the locker. New ones for this year must be completed.
- f. Increasing membership - some ideas mentioned which need follow-up were:
  1. Use of advertising cards or info sheets. Pamela brought some info sheets we have used in the past. And, Linda will be making some cards to hand out for Dragonmax.
  2. Pamela also suggested throwing tennis balls with our website on them when we paddle past park and Point Isabella
  3. Warren suggested making a banner which we can hoist up while paddling. He brought an example of this on a boat model.
  4. Meet-up group: Linda has been doing this. There is a fee for this. In last 2 weeks there were 10 people who signed up as interested in paddling. We have several people on the boat from this contact. Christine encouraged everyone to sign up and make testimonials on the site.
  5. Berkeley High Parents Night next week: We will have a booth with info on dragonboat paddling and Dragonmax. Several people have volunteered for this.

B. Vice-president's report: (Paul)

a. Safety Issues:

1. PFDs: as stated in our Operating Rules, PFDs must be worn by everyone when paddling outside the marina. If you are 18 and older and have signed the new swimming declaration (handed out during meeting), then you may have the choice of not wearing a PFD while inside the marina unless otherwise told by the steersperson (person in charge). In this case, your PFD must be within reach. Rodger voiced some concern that this rule might be too strict and unnecessary. But, the board has voted to keep this rule in place. PFDs must be worn at all times by steerspersons. Your PFD must be coast guard approved (includes inflatable PFDs)

2. Distance from shore: When outside the marine, the boats may be taken 500 meters from the shore, water conditions permitting. The steersperson makes this decision.

4. Accountability: The steersperson should know how many paddlers he/she has onboard and who are non-swimmers.

5. The safety box must be on board when boat leaves the dock.

b. Steerspersons: There are currently 12 steerspersons, 4 approved for outside the marina steering, and one with limited outside steering status. The steersperson is the Person-in-charge on the boat.

C. Community outreach committee:

a. Formation of a new standing committee under BRCC to organize any outreach programs, or events. This committee's duties will sometimes overlap membership outreach. Judy Lee (not present at meeting today) has voiced and interest in co-chairing this committee with Vee. Katrine handed out clip boards for sign-up of volunteers for this committee as well as fundraising, and fleet committees. Volunteers signing up for this committee are: Judy, Vee, Phyllis, Ed, Thuy, and Meredith. Judy will call a meeting of this committee soon and make a report at the next BRCC monthly in March.

b. Outreach activities: will include both the use of the dragonboats and the Penn Yan motor boat.

c. Use of Penn Yan in outreach (see Warren's report). Vee has expressed an interest in planning the program for use of this boat in 2011. The board wants to support this provided that a program is planned and carried out to prove it to be a viable tool for outreach, esp to the youth. Discussion about its use:

1. Darlene thought maybe there should be a Penn Yan group within BRCC just like there is the Dragonmax team and this group would be responsible for some of its expenses.
2. Berman feels that we satisfy our commitment for community service already with the dragonboats and that paddling is really the focus. Doesn't see the connection between our purpose and the Penn Yan motor boat.
3. Paul thinks that it will never be a good way to do outreach but could be used as a safety boat for races by BYC, and us in the future.
4. Eric this boat still gives us another option for outreach and service
5. Ray: The board has voted to invest in the Penn Yan for another year and if the club does not use it, then we will decide at that time what we will do with the boat.

D. Fleet Issues (Katrine):

a. New docking: To be ordered soon as stated under old business

b. Paddles: Katrine will order the Grey Owl paddles because they are less expensive and these paddles replicate what is readily available at races.

c. Dragon boat maintenance: Katrine has spoken with Cree Partridge at the boat yard about this. He suggested that we should learn to care for our boats ourselves rather than having the boatyard do it. Cree really likes the dragon boat crew and still offers free haul out with use of the boatyard space for as long as we need. Using the info from Cree, Katrine proposes hauling out the boats in the fall (for free) to:

1. Power wash and paint bottoms every 2 years, next time in fall 2011

2. Repair seats: lightly sand and refinish seats with linseed/Tung oil (Le Tonkinois every 6 mos. This needs to be done very soon, i.e. in February, and again in August.

3. Paint the inside of boat with Bilgekote (grey), 2 coats, dry well between coats every 2 yrs

4. Budget for dragon boat maintenance: The cost every two years with team labor is approx. \$1600. The board approved this amount for 2011 maintenance. we could save as much as \$2800 by doing the work ourselves.

d. Penn Yan: For Maintenance: \$1000 approved for completion of repairs this year. Warren is overseeing this.

e. Small Fleet:

1. OC 1 on loan from Tim Herring (no longer a member). It needs repair. If not done, we need to give it back to Tim
2. Other small boats: Blue kayak, sm sit on top kayak, 2 person kayak, and canoe
3. We need classes for use of these boats. At this point, you must be approved by Paul to take these boats out, and need to sign te time out and back in, sheet in locker.

f. Fleet committees under Katrine: Dragon Boat Maintenance, Penn Yan Maintenance, Dock and Lockers, and Small Fleet. The following people have volunteered for these committees:

1. Dragon boat: Lisa Tarantino, Pamela Drake, Darlene Dami, Cloe Guesdon, Gary Young, Heidi Boley, Barbara Jean Walsh, Renee B.
2. Small Fleet: Regine, Gary Young, Partridge, Ray L'esperance, Wallace Bastein, Barbara Jean Walsh
3. Dock: Paul
4. Penn Yan: Warren Yee, Barbara Jean

E. Budget Report and proposal for 2011, including proposed expenditures for 2011

- a. A Budget Proposal was submitted to the Board. It presents actual income and expenses for 2010 compared to estimated income and expenses for 2011. Income for 2011 is estimated conservatively at \$8,850. This includes \$3000 from a yet to be decided fundraiser. Expenses are estimated at \$13,434 and include \$3,000 for new docking, \$1,500 for dragon boat haul out, \$750 for new paddles, \$1,000 to complete repairs on the Penn Yan (fan belts, throttle and gauge), a continuation of the \$1,000 TI race fee subsidy and \$1,000 for Community Services in addition to required club expenses like insurance, taxes, dues and lease/option payment on the dragon boats. There is shortfall of \$4,584 in this budget that can be covered by the cash carry over of \$4,774 in our bank accounts, cutting costs, increasing income or cashing in Apple Stock.
- b. Financially, we do have money in the budget to support the Penn Yan with the Apple Stocks (worth about \$17,000) should we decide to keep it and use it in some capacity.
- c. We have almost completely paid off the dragon boats. After this year, BRCC will only owe \$500 more to be paid in 2012.
- d. Basically our choices for future are to cut expenses, increase our income by having fundraisers, or by selling some of the Apple Stock which was donated by Rodger.

F. Fundraising (Phyllis).

- a. Committee: Volunteers are Phyllis, Jill L., Renee, Jen Crumb, and Darlene (DragonMax fundraising only). Phyllis will call a committee mtg in March to discuss possible events
- b. Fundraising events: The club has had the big fundraiser BBQ event at the Olympic Sailing Circle in the marina for the last two years. Several members suggested that we take a break from selling raffle tickets this year, and consider another type of event. Other fundraising suggestion:
  - B. Food booth and dragonboat rides at one or more of the marina events i.e. the Berkeley Kite Festival
  - C. Daytime BBQ at the sailing club again but this time no raffle, silent auction only and putting more time and energy into advertising to the larger community
  - D. Fundraiser just for Dragonmax team: Sponsor one of the Friday night events at the Berkeley Yacht Club, ie the food and music at \$15 - \$20/person with a silent auction.

Meeting adjourned. Next regular BRCC board meeting will be held in March, date to be announced.