

BRCC Board Meeting Minutes October 6, 2011

Present at meeting: Board members: Jill and Ray L'esperence, Paul Kamen, Pamela Drake, Phyllis Ritchie, Rodger Garfinkle, Katrine Thomas. Fleet committee members: Gary Young and Barbara Jean Walsch.

APPROVAL OF MINUTES:

Minutes approved with two corrections: 1. Paul to ask BYC if BRCC can have a mail box at BYC address and if so then change BRCC address in the By-Laws. 2. Correction in the treasurer report to reflect that the amount of money from fundraiser was \$2889 total profit with \$1445 to both BRCC and DM.

BOARD MEMBER REPORTS/UPDATES

- **Financial (Ray L'Esperence):** Total cash amount in both accounts is \$4,264.51 plus a \$375 reimbursement for TI race fees paid by BRCC still outstanding from the San Leandro High team. Ray to e-mail to Shirley, their captain, about this. In addition to our cash accounts, BRCC's Apple stock is currently worth approx. \$374/share, so our 50 shares are worth \$18,700.

- **Membership (Pamela Drake):** We have 77 people who regularly show up for practice, and 69 paid members. It is important to keep track of how many times new people come so they can then be asked to join the team after 3 practices. Pamela is there on Tu, Thurs, and Sat to check paddlers in, and will ask Judy B. to do this on Mon and Wed. Teen teams: Pamela has a file of SL waivers but has not received a spreadsheet with team member names and contact information. A number of the waivers are not filled out correctly with ages, emergency names and numbers, parent's signature, etc. The

list would make it possible to double check the info and email the person in charge to request additional information for those that are missing and/or incomplete. Will follow up with Shirley. If we develop other High school teams (Berkeley, Albany), it will be very important for their team captain/manager to give Pamela waivers and a spread sheet roster, along with the sign up roster and keep this up-dated.

- **Fleet Captain (Katrine Thomas):** see under discussion items

- **Vice President (Paul Kaman):** Steerspersons: increased number of people trying this with a few good candidates. But, so far no one has taken the test. Paul does not start a file on them until they do the test. All steersperson need to know who those interested in steering are so they can encourage them to practice.

- **Competition Director (Rodger Garfinkle):** Now starting a competitive men's and women's team. He is thinking to invite some of the coaches from other east bay teams to join the men's team. Practice turnout has been small for the 10:30 slot on Sat so we need to encourage people to come to this practice. Also, continue to remind newbies that they need to be a BRCC member to paddle in races (ie the up-coming Halloween Howl). Assistant coaches: Will work with any of the veterans to learn coaching techniques. At this point, Lisa is the 2nd in command coach with several other vets capable of doing this ie Judy L, Wan, Phyllis, Katrine and others.

Commendation to Rodger: The board thanked Rodger for his coaching and organizing of the crews, esp. at TI. Job well done!

- **Secretary (Phyllis Ritchie):** Requesting that the board review and approve the minutes for each meeting within a week of the mtg so they can be sent out to the membership while the info is still current. Board agreed to this.

COMMITTEE REPORTS

- **Community Outreach Committee (Judy Lee):** Judy was unable to attend but here is her report sent via e-mail.

“Outreach overview from Judy. 1. Albany High is scheduled to have a " Day on the Water" Sunday 10/9 Flyers were given to Pamela's daughter along with waivers to post around the school. Emails sent out to the students with flyers and waivers. We hope to have a good showing however will keep trying. 2. Growing pains needs some kind of organization or structure. How we present ourselves at events such as the 4th of July brought several new members. Let Outreach continue on its course, bounce ideas thru me. My plan is to get the committee (recruit new members as well) so I can take a step back. I think for my 1st year I have shown how to organize and plan events. I will need more collaboration if I am to continue in this role next year.” Board agrees that we definitely want and need Judy’s skills and work to continue. While we all have our own way of organizing and processing, Judy has been good to accept the role as Outreach Committee chair, so we need to improve our support of her plans for outreach by making sure to give her a heads up for our ideas or plans that involve outreach and to cc her on our e-mails around these items. Also, when taking on a project, commitment is essential. Berkeley High: Paul is handling the Berkeley High team. He now has a teacher who is interested in being the advisor. Paul wants to do a classroom mtg of those kids interested first to see how many he really has. So, no date set yet for the first outing. - Fundraising – (Phyllis Ritchie): The October Bingo has been postponed until sometime in February, 2012. This may be the only fundraiser we have in 2012. No BBQ fundraiser planned as the profits from this have dwindled over the last 3 yrs. Those who attended the KP Dragons fundraiser has a blast so we will have ideas from their event. Ray to follow up with BYC to see about a date in Feb.

BOARD DISCUSSION/ACTION ITEMS

- Fleet Management - Katrine
 - Dragon Boat Maintenance: MUCH work done by Katrine, Barbara Jean and Gary to produce the attached report. For details, read this report. Summary: These are “classic” old style Six-Sixteen boats made of a fiberglass hull, and wooden seats and center beam. They are special boats. After much discussion of the report and all the possibilities, the recommendation from the fleet committee is to refurbish the boat by replacing the seats and center beam. Fortunately we would be under the roof of the boatyard hanger not outside as in the past. Much of the labor will be up to our paddler volunteers under supervision of Barbara Jean, Katrine, Gary and the boatyard staff. The boat yard staff will be responsible for installing the new seats and beam and aligning the boat properly. Katrine would like to start with one boat and see how it goes. Each boat will take approximately 4 weeks (starting sometime in Nov) to complete once out of the water so we will be without 1 boat for practices during that time. The cost of the seats, center beam, painting the inside and the bottom (see attached breakdown of expenses) will be approximately \$3,000 per boat.
- Paul submitted his report along with Katrine’s including several concerns (please see Appendix VI for details). In general, the comments/concerns were: 1) He felt the report was detailed, well researched, and presented the options available in a direct and unbiased format. 2) The boats currently have no structural or functional problems, other than needing new anti-fouling bottom paint. Nearly all of the proposed is for aesthetic

improvement only. So the expense of repair based on need is an issue. Response from committee: Katrine and Barbara Jean spoke to the desire to refurbish a classic boat, to have this look as our presentation to the public and new paddlers. 3) Replacing center beam: Paul is strongly against removing the center beam as there is some risk of deformation of the hull. Response from committee: The committee says that it has been assured by its experts, and the boat yard (who will use blocks to prevent the hull from bending) that this will not happen. 4) This is not a trivial project. Paul is concerned that the time to do all this will be longer than expected and the estimate of \$2000 may not be reliable as boatyard estimates are notorious for cost and time over-runs. Also, the boats will not be in use for practice during this time. Also concerned about the long-term commitment of members to do the work. Paul has been primarily responsible for doing repairs on the boat in the past and hopes that others will be taking part in this in the future. Reminded us that we would have to maintain the seats at least once / yr. Response from committee: They have worked hard to make this estimate as reliable as possible, and have allowed about a 15% leeway for unforeseen things. Also, the reason why only one boat at a time will be done. Katrine says that she has about 12 people already committed. Gary will do ALL the cutting of the seats and the refinishing in his home while the boat is still in use. In general the board feels that we will have the volunteers to do the work and to maintain the boats on-going. 5) Agrees with recommendation for use of fir, and painting of interior and bottom.

- **Motion:** Since the board felt that main concerns were addressed, a motion was made that the Board approve an allotment of \$3,000 to pull out and refurbish one boat this November. (Note: refurbishing includes, replacing all seats and center beam with Douglas fir, painting the interior and bottom). Motion approved by 6 votes with one 'no' vote from Paul.

- Small Fleet Issues:

- OC-1 purchase: Paul requests that we purchase a 2nd hand OC-1, Hawaiian style, made for choppy water condition, in good shape, very good price.

Motion to allot \$300 to buy an OC-1 approved by all.

- Penn Yan – Review the future of this boat at the next board mtg. Invite both V and Warren to mtg, or to submit a report via e-mail.

- Adding New Board Positions for Outreach and Small Fleet – Paul submitted wording for these possible position on the board. Currently, David Aukley is chair of the small fleet committee, and Judy Lee of the Outreach Committee. After some discussion it was decided by the board **not** to take action on this but to have both report/update to the board for the board mtgs any activities on their committees, either in person or via e-mail.

- Continued Discussion – BRCC Expansion

- Changing responsibilities for Board Members (more discussion next month)
- Status updates on new teams
 - Albany High: to go out this Sunday for first time.- Berkeley High: Paul may have a teacher advisor lined up, and plans a mtg of interested students at the school soon.- San Leandro: have been coming to Wed practices and some Saturdays. Need an adult in charge, and a little better organization of paddlers, waivers, etc- AT&T: Berman and Jeremy are coaching and steering and have scheduled 3 practice sessions. Hoping to race in Halloween Howl, then ...maybe continue as a team.- Bayer: Rodger thinks that about 12 have been showing up for practice. Only Edmund is a member so far and is learning to steer. Rodger and Pamela to follow up with Kim and Edmund about who exactly is on this team and about payment of dues if they have come more than 3 times.
- Long range goals (postpone until next mtg)

NEXT MEETING: Thursday, November 10, 2011, 7pm after practice

Discussion items for next meeting:- Penn Yan- Small fleet skills training- Long Range goals for BRCC outreach- Changing responsibilities for Board Members- High school teams: reimbursement from San Leandro, charging a minimal membership fee ie \$5 yearly- Inviting other teams to join BRCC**ADJOURNMENT**