

February 9, 2012 BRCC Board Meeting Minutes

Present: Ray and Jill L'Esperance, Paul Kamen, Katrine Thomas, Lara Batiste, Judy Lee, Phyllis Ritchie

Absent: Rodger Garfinkle

A. **WELCOME:** to all board members for the 2012 year. Special welcome to our new board member, Lara Batiste.

B. **APPROVE MINUTES:** Two additional things added to the minutes and then approved.

C. DIRECTOR REPORTS and UPDATES:

1) Community Outreach (Judy):

High school team up-date:

- a. El Cerrito High team possibility: Lawrence Pang, teacher at El Cerrito and a paddler on the SF KP team, is very interested in having a team under BRCC. He would recruit the kids if BRCC/DM could coach and steer as he doesn't have time right now. Judy offered to coach and Ray to steer. She will write something up to be used as handouts.
- b. Albany high still not organized. Judy will follow-up.
- c. San Leandro kids are practicing on Wed nights and usually have 12 or more kids.
- d. Berkeley High still has only 5 kids occasionally coming but it has been dark and cold, and they have depended on rides to and from. Board discussed the feasibility and liability of continuing to help them with rides and would encourage them to take the bus. This is easy from school but not to go home.
- e. All of the high school kids have been invited to practice on Wed nights together to give the other High School teams a chance to practice with a full boat (since both Berkeley and Albany high are still building their teams).

Free Publicity: FuncheapSF offers listing of free activities in San Francisco and the East Bay. Because it is free there is no guarantee that our free dragonboat rides will be published online however Judy will try to have an "East Bay Day on The Water in March.

FuncheapSF requires a 2 weeks advance notice. Judy will see if we can get one for a Saturday @10:30am to 12:30pm. Potential date 3/10/12 or 3/17/12

2) Fleet Captain (Katrine): nothing new to report.

3) Vice-president (Paul): Another new steersperson, Eric Suitos and several in training. We have about 15 steerspersons who are current BRCC members.

4) Membership (Lara): Wants to make the sign-in roster more user-friendly by improving the spacing and enlarging. The roster will now only have 2 weeks per sheet. This will start in March. Waivers: Jill has received another new 2012 waiver from insurance company which we need to be using. Will send this to the board, esp. to Paul (needs to get it on the BRCC website), and Lara (needs to have these at dock for new and returning members).

5) Treasurer (Ray): BRCC's account cash balance: \$1063. All 2011 debts have been paid.

6) President (Jill):

a. Small Fleet issues:

i. Security of small fleet boats: The kayak was stolen a few weeks ago. Katrine and Paul install a lock and cable on the boats. Paul said the paddle box was also left unlocked.

Board approved up to \$250 to be spent on cable and lock.

ii. Approval for use: Small fleet committee members, Paul, Gary, and David, are in charge of giving approval to use of boats in the small fleet. Paddlers need to have access to these 3 people to get approval to take out a boat. David has a sign out sheet in locker but not clear that everyone knows or uses this.

iii. Clearance for use of small boats: What qualifies a person to safely take out the boats? While there is a small fleet section in Op Rules, it is not clear what determines approval for use. We would not want the Op Rules to be too restrictive and do expect paddlers to use some common sense. And there are differences between the 3 types of boats, and the skills needed to use them (i.e. the OC is less stable and can flip).

iv. Operating Rules: Probably not read by most members. To cover liability issues there should be an orientation, and short check list of requirements for paddlers wanting approval to use the boats.

Meanwhile, board agreed on no outside the marina use of small fleet boats.

Jill asked Katrine as Fleet Captain to meet with the small fleet committee before the next board meeting to discuss 3 issues:

- Maintenance and security of boats
- Op Rules for small fleet
- Access to and Orientation for use of boats

A motion was made and passed to add wording to the Op Rules: “No night use of the small fleet boats”.

b. Requests for donation of rides for charity: Over the last few years BRCC has donated dragon boat rides to community groups/orgs to auction off. This is one of our community services. When there is a request, there must also be a member ‘host’ who organizes the ride and steersperson, and to make sure it gets on Judy’s calendar. So far this year there have been 3 requests: Aurora Theater, and Hacienda Del Sol – both to be hosted by Jill and Ray: and Peralta Elementary School – hosted by Paul. Paul has a great packet for these donations which he will send out to the board for use.

c. Annual Report: Jill is preparing the annual report for the Waterfront Commission who approves our free birthing every year. It will be based on past reports and include: community accomplishments, high school team building, donation of rides to other orgs., and an estimated monetary value of the rides for the donated and community events (i.e. July 4th).

D.DISCUSSION/ACTION ITEMS

1. Insurance Issues (Jill): a. Jill increased coverage to up to 10,000 paddler days based on increased practices and membership, and rides given at events and donated boat rides. We

were up to 6,000 plus last year. We now pay \$680/year. Board agreed on paying the additional \$150/yr. for liability coverage for board members.

Kayak loss: will check into reimbursement for the stolen kayak.

Policy clarification: states that we are to send our waivers in to insurance co. , and that after paddling twice, paddlers must be members to be covered by insurance. Jill to clarify with company.

2. 2012 Estimated Budget (Ray):

a. Community Outreach (Judy): Estimated budget for Community Outreach for 2012 is \$1260. Expenses will include: Cloth table cover with BRCC and DM logo, finger printing fees and First Aid certification for 2 people working with school teams, website hosting, and arts/crafts & promo costs.

b. Revised budget for 2012: See Ray's budget attachment.

3. Fundraising (Phyllis): Bingo date changed to Sunday June 24, 12:30 – 5pm. The bingo will be our big fundraiser for the year. We will also be having the BBQ probably in August or early Sept but make it more of a party, with a silent auction and less money spent on food. We must make at least \$2500 to meet the projected 2012 budget but are hoping to make more.

E.SCHEDULE NEXT MEETING: To be announced

F.ADJOURNMENT