1. Establishment of Quorum
2. Adoption of Board Meeting Minutes: December 2018, January 2019
	* Recommend adoption after board members review on the website.
3. Team Representatives Report
	* A lot of interest in the team bonding event. Some were confused as to why we were doing it.
	* Indoor rock climb recommended for another event.
	* Deposit for event is made.
4. Old Business
* Email vote conducted regarding two issues:
	+ Delay of first tuition payment due to government closure.
	+ Delay was put in place.
	+ Scholarships opportunities
	+ Approved as well, but same rules as last year if there was a need. Recommend application that will go to the board for a thumbs up / down. One tuition of $700.
* Key inventory / possible boat house key turn in
	+ Two people emailed pictures. Still need others to take a picture of the key.
1. Coach’s Report
	* Winter Conditioning
		+ Last week of Winter Conditioning.
	* Erg Sprints
		+ Started tryouts, focusing on ERGs ahead of the PWCA ERG Sprints.
		+ Very good showing at Mid-Atlantic Sprints. Lots of PRs.
	* PWCA Meeting
		+ Didn’t want to include John Paul in anyone’s numbers at the boathouse. 4 or 5 racks not assigned yet.
		+ 2 rowers from Battlefield (double), single rower from OP.
		+ Boathouse clean up this Saturday. Look for a call for volunteers.
	* Shell shoe order complete
	* Ordering of Senior’s Oars (17 at $33)
2. Board Member Reports
* **President – Mark Eramo**
* Registration numbers (65) updated with VASRA.
	+ Possibly sitting at 62.
	+ 4 pending that have done Winter Conditioning.
* PWC/Oxford boathouse cleanup 9 Feb
* PWC ERG Sprints: 16 Feb.
	+ PWRC will come in the night before to setup.
	+ May use some of our equipment for event.
	+ We are buying an ERG at the event.
* Coaching requirements?
	+ Just picked up a new coach (Courtney Manne)
	+ Coach Joel Holstein may not be returning due to work shifts.
* Return launches to water (NLT 17 Feb) & prep for season
	+ Only want the coaches’ launches on the dock at the moment.
	+ Two motors still out for repair
	+ Vote: additional launch motor not to exceed $2,300
		- Could not find the vote previously. We may have a email vote if it doesn’t show up in the old notes.
* Stroke coach purchases (2 X $400). Approved earlier, needs to be completed.
	+ Will purchase with the boat spare parts.
* Chinn Aquatics center reserved? (17 Feb)
* Ridesharing / carpooling coordination
	+ Need list from Elisa with current registration list. List will be used to update FP email distro and email from carpool will follow.
* Launch driving coordination (see below)
	+ Email will go out once FP email distro is updated.
	+ First 3 weekends in March (2nd in school, next weekend 2 training sessions, following weekend the same).
	+ VASRA is requesting support. Other clubs should be doing launch training on the 16th. 32 spots will be opened in Signup Genius.
* **1st VP (Fundraising) – Richelle Jones**
	+ Saver’s Drive income
	+ We had just under 500 pounds donated for Savers so that will get us about $100. Next drop off is 4/1 and I will start collecting about 2 weeks prior.
	+ El Paso
	+ Emailed the GM but he has been out. Called over the weekend and the manager on duty couldn’t give me a number, but he said Daniel (GM) would be back on Tuesday. I’ll call again tomorrow. They did say about 2 weeks to send out the check. Our next event is Chipotle during/after boat tip.
* **2nd VP (Registration) – Elise Ferguson**
	+ Registration status
* **Treasurer – Mylene Talbert**
	+ Transferred PayPal balance of $2,777.44 on 4 Feb 19 to SunTrust account.
* **Secretary – Shaun McMullan**
* Website updated with Minutes and Agenda.
* PayPal was used successfully at registration.
* Put google calendar on the homepage.
* **Director of Maintenance – Alan Stankovich & Ray Sutton**
* Paint Registration Numbers (6 launches)
	+ Mark is completing stencils for boats.
* Paint Launch Numbers on bow and stern (6 launches)
* Weld transom (1-2 launches)
* Add wood transom plates (2 launches)
* Reinforce transom with Aluminum plates (6 launches)
* Sand and paint FP colors on bow (3 launches)
	+ Need to know color code. Blue and Green (no grey)
* Clean hulls (6 launches)
* Problem with 2 boats on top of our launches.
* One of the boats registrations needs renewal.
* Trailer 5 has been renovated.
* Lights need to be fixed on the trailer. Will try to get safety inspection done before Mathews.
* **Director of Operations – Stuart Josephs**
* Key box establishment and key control
	+ Will procure key box and put it into back storage room.
* Launch registration check
* Fuel Prep in conjunction with launch return
1. Key Volunteer Position Coordinator Reports
* **Rent a Rower Coordinator: Courtney & Adam Manne**
* Request board approval for fundraising next December for marathon row. Want to target other rowing clubs and CrossFit gyms to sponsor us. Need liability waivers and use our own ERGs. Medical staff may be required.
* **Volunteer Coordinator: Janelle Hatton**
	+ Need validation numbers of volunteering from VASRA based on updated numbers
	+ Volunteers signed up for everything but one slot of coursework.
	+ Shirley will not increase our positions but will use us if they are shorthanded.
	+ 13 people for launch driver training.
* **Launch Driver Coordinator: Dale Casey**
	+ Spring Training dates for Team and VASRA (Mar 2, 9, 16?)
	+ Draft signup genius <https://www.signupgenius.com/go/508044DABAC29A1FE3-launch1>
* **Breakfast Coordinators: Danielle Eramo**
	+ Will send out pasta party notifications. Suggests rolling food coordinator into same role.
* **Away Regatta Coordinator: Mary Stankovich**
	+ Looking at different food venue.
* **OLOC Reps: Ron Stouffer/Scott Phillips/Elizabeth Cappello**
* **Uniform/Spirit wear Coordinator: Lani McMullan**
	+ Registration shirts ordering / delivery timeline
	+ Black, active wear shirt.
	+ Awaiting sizing info, need registration info with shirt sizes.
	+ Spirit wear purchase / delivery timeline
	+ Heavyweight hoodie options available. Approx. $30. Need sizes from the coaches.
	+ Pictures of the new spirit wear should be posted.
	+ Switched sales reps for JL Racing.
	+ Has the portal for CC Payment.
	+ Awaiting invoice to pay.
* **Tag Day Coordinators: Jenn Terrillion**
* Preparation Status?
	+ Will brief rowers not to leave envelopes in the mailbox.
	+ Shaun will create QR code to include on the donation letter. Stickers for those envelopes that are already made?
	+ Want everything printed by 1st of March.
* Volunteer requirements?
1. New Business
2. Next Meeting: March 4, 2019; FPHS rm 1301

# Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| ***President*** | Mark Eramo | ***Rent a Rower Coord*** | Courtney ManneAdam Manne |
| ***1st VP (Fundraising)*** | Richelle Jones | ***Volunteer Coord*** | Assistant: Janelle Hatton |
| ***2nd VP (Registration)*** | Elise Ferguson | ***Launch Driver Coord*** | Dale Casey  |
| ***Treasurer*** | Mylene Talbert | ***Breakfast Coord*** | Danielle Eramo |
| ***Secretary*** | Shaun McMullan | ***Away Regatta Coord*** | Mary Stankovich |
| ***Dir. Of Maintenance*** | Alan StankovichRay Sutton | ***OLOC Reps*** | Ron StoufferScott PhillipsElizabeth Cappello |
| ***Dir. Of Operations*** | Stuart Josephs | ***Uniform/Spirit wear Coord*** | Lani McMullan |
|  |  | ***Tag Day Coord*** | Jenn Terrillion |
| ***Coaches*** | Bob RodriguezMarta Metzler | ***Student Reps*** | Ryan KoosRebecca McMullanMaddy BaldwinRachel Thirumalai |

# Votes

* Heavyweight hoodies for Coaches $30 per person. 6 possibly 7. Approved.