1. Establishment of Quorum
2. Adoption of Board Meeting Minutes
3. Team Representatives Report
4. Old Business
* PWCA US Rowing registration & insurance renewed / FP Crew’s subprogram renewed as well
* Still awaiting response for additional fundraisers from school
1. Coach’s Report
* Posters up for information night.
* Asked AD to send email out.
* Not getting responses from PE classes about announcements.
* Parts for the ERG slides came in. 10 Slides are now ready.
* Would like to get volunteers for the anchor points and nets to get installed.
1. Board Member Reports
* **President – Mark Eramo**
* Director of Operations vacancy – Stuart Josephs
* VASRA and Crew Council payments
* Launch motor status (#6 returned: receipt supplied. #2 turned in for work; #1 still under repair)
* Crew Handbook edits – target completion date January 7, 2019
* Parent (Rich Terrillion) idea for Pasta Parties at Montclair Country Club (fundraiser vs. volunteer)
* ERG purchases. Budgeted to purchase (2) at PWC Erg Sprints. Opportunity to purchase (1) now for $600
	+ Almost out of storage space for new ERGs.
* VASRA Regatta Fee increases (members). Pending vote to increase fees to supporting rising costs.
	+ 1X: $5 -> $10
	+ 2X, 2-, 2+: $10 -> $14
	+ 4X: $15 -> $22
	+ 4+: $18 -> $22
	+ 8+, 8X: $32 -> $36
* Boathouse key inventory. At the last PWCA meeting the president wanted to reduce key issuance to no more than two per program.
	+ Need to take pictures of everyone who has a key for inventory.
	+ May need to reduce total amount of FP crew allocated keys.
* PWCA has shelved rack fee schedule changes. Rower fees under evaluation based on dock replacement costs.
* PWCA and PWRC issued last of lease / rental payments in December.
* PWC ERG Sprints: 16 Feb.
* **1st VP (Fundraising) – Richelle Jones**
	+ Donation letters
	+ 23rd Jan – El Paso fundraiser
	+ 17th Feb – Chipotle fundraiser
	+ 23rd April – Panera fundraiser
	+ 15 May – Campbell’s Frozen Custard fundraiser
	+ New idea for carwash fundraiser (business near Lowes on Smoketown)
	+ Savers drive at Spring registration and 1 April.
* **2nd VP (Registration) – Elise Ferguson**
	+ Registration preparations and notifications
	+ Push for electronic versus hand written registration information to reduce errors.
	+ Possible deferment of payment for parents affected by the government shutdown.
* **Treasurer – Mylene Talbert**
	+ Transferred PayPal balance of $5,180.15 on 4 Jan 19 to SunTrust account
	+ Looking for next capital expenditure.
* **Secretary – Shaun McMullan**
	+ Lots of payments through PayPal, people are happy with this option.
	+ Question of how to handle delinquent payments.
	+ Still working on handbook.
* **Director of Maintenance – Alan Stankovich & Ray Sutton**
	+ Need dates for launches back in the water. Looking at the 16th.
	+ Some launches need repairs.
	+ Garfield’s boats are on top of our launches. May be locked to our boats.
* **Director of Operations – Vacant**
1. Key Volunteer Position Coordinator Reports
* **Rent a Rower Coordinator: Courtney & Adam Manne**
* **Volunteer Coordinator: Janelle Hatton**
	+ VASRA Volunteer Coordination Meeting 27 Jan 19
* **Launch Driver Coordinator: Dale Casey**
	+ Spring Training
* **Breakfast Coordinators: Danielle Eramo**
	+ Volunteer coordinator can remove the breakfast setup and teardown position, we have enough people there without a dedicated position.
* **Away Regatta Coordinator: Mary Stankovich**
	+ Following up about payment to bus company.
* **OLOC Reps: Ron Stouffer/Scott Phillips/Elizabeth Cappello**
* **Uniform/Spirit wear Coordinator: Lani McMullan**
	+ Winter conditioning shirt feedback
	+ Registration shirts plan / timeline
	+ Spirit wear plan / purchase / delivery timeline
	+ Colors for the shirt were off from the submitted design.
	+ Reports of transfer peeling from Winter Conditioning shirts.
	+ Look at options for screen printing.
	+ Ryan Koos will conduct poll for registration and spirit wear shirt color, design and material.
* **Tag Day Coordinators: Jenn Terrillion (~Connie Mills)**
1. New Business
2. Next Meeting: February 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*** | VACANT | ***Uniform/Spirit wear Coord*** | Lani McMullan |
|  |  | ***Tag Day Coord*** | Jenn Terrillion |
| ***Coaches*** | Bob RodriguezMarta Metzler | ***Student Reps*** | Ryan KoosRebecca McMullanMaddy BaldwinRachel Thirumalai |

# Votes

* Stuart Josephs as Director of Operations (Approved).
* Purchase of 1 ERG for $600 (Approved)
* Free FP Crew Magnet at registration (Approved)