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 Manne  Adam 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 Stankovich  Ray Sutton | ***OLOC Reps*** | Ron Stouffer  Scott Phillips  Elizabeth Cappello |
| ***Dir. Of Operations*** | VACANT | ***Uniform/Spirit wear Coord*** | Lani McMullan |
|  |  | ***Tag Day Coord*** | Jenn Terrillion |
| ***Coaches*** | Bob Rodriguez  Marta Metzler | ***Student Reps*** | Ryan Koos  Rebecca McMullan  Maddy Baldwin  Rachel Thirumalai |

# Votes

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