1. Establishment of Quorum  
   - Previous meeting minutes approved.
2. Adoption of Board Meeting Minutes: December 2018, January 2019, February 2019  
   - Previous meeting minutes approved.
3. Team Representatives Report  
   - Nothing new to report
4. Old Business

* Email votes conducted and approved:
  + Feb 11: New outboard motor purchase for $2,000
  + Feb 19: John Paul Lease Agreement lease of Hercules and Poseidon for $2K – awaiting contract return
  + Feb 24: Shell maintenance repairs parts for $400
* Key inventory / boat house key turn-in - need return in two keys. We will set up key box in storage room  
  - We have a lot of keys for a club, more than others. We may keep 5 and turn in the rest.
* New stroke coaches arrived.
* Ridesharing/carpooling – sharing of names/addresses over group email.

1. Coach’s Report
   * Erg Sprints  
     - Results are out, Medals in 10 of 13, 2nd highest medal count.
   * Tryouts and late registrations  
     - Received 2 more rowers with another 2 possible interested.
   * Practices
   * Passing the word to show up for TAG day.
2. Board Member Reports

* **President – Mark Eramo**
* CATMED insurance bill coming from VASRA (based on MEL submission)
* PWCA will send invoice for umbrella registration (based on MEL)
* PWCA sent invoice for Spring rack fees
* PWCA will send invoice for rower fee (based on MEL)
* PWC/Oxford boathouse cleanup occurred on 9 Feb – very successful
* Sandy Run point cleanup time/date pending. May be date of Polar Bear or weekend prior.
* Rule of Rowing and MEL submissions to VASRA NLT 15 March
* Business registration update of officers and invoice.
* FP Crew will pick up responsibilities for dock master during Polar Bear (23 March) and Darrell Winslow (13 April)
* End of Year Banquet and annual meeting is in two months. We need to start working on nominations for board members and key volunteer positions. We also need to work on next years budget. We will close the financials in July and send to accountant.
  + Need to discuss key positions. What is needed?
* PWCA is looking for nominations for the 2019-2020 board
* VASRA is looking for nominations for the 2019-2020 board
* Want to get more parents to volunteer for Pasta Parties.
* **1st VP (Fundraising) – Richelle Jones** 
  + Saver’s Drive April 1st  
    - We should push more reminders as it comes closer.
  + El Paso – follow up on spirit night check
  + Chipotle  
    - Successful.
  + Ostrom’s letter?
  + 19th California Tortilla is next fundraising event. (234 By IHOP).
  + Had problems getting new fundraisers approved.
  + Receiving checks from past fundraising events.
* **2nd VP (Registration) – Elise Ferguson** 
  + Registration status
  + Regatta Central usage: usage fees levied on every registration built. We have outstanding balances to pay.
* **Treasurer – Mylene Talbert** 
  + Transferred PayPal balance of $1,853.17 on 4 March 19 to SunTrust account.
  + 1099s for FP coaches.
* **Secretary – Shaun McMullan**
* Website content and calendar.  
  - Adjusting format to better fit the content we have.
* Photo submissions for website.  
  - Facebook is a good medium for picture distro/sharing.
* General announcements to club. Can we do one weekly email and supplement with only late changes?  
  - Looking for a solution (hopefully not a newsletter but a weekly summary).
* VASRA communications: Communications (twitter @VASRAResults, @VASRAParking, @VASRAStart, @VASRABoard)  
  - Incorporate into the website…
* **Director of Maintenance – Alan Stankovich & Ray Sutton**
* Launch transoms rebuilt – may have challenge removing motors
* Shell repairs
* Poseidon ready for lease?  
  - Yes, it is ready.
* Shell trailer lights outstanding; next movement is getting leased boats back into the boathouse.
* Spare tire external mount on chuck wagon
* Trailer inspections  
  - Dale working on the trailer.
* **Director of Operations – Stuart Josephs**
* Will check gas levels.

1. Key Volunteer Position Coordinator Reports

* **Rent a Rower Coordinator: Courtney & Adam Manne**
* ERG marathon fundraiser inquiry  
  - Everything is in place with Worlds Gym, just need a date and name. Owner doesn’t need a percent of income; just happy he is doing it. Looking at Sundays (Morning or Afternoon). Registration through the website via a Google Form a possibility.
* **Volunteer Coordinator: Janelle Hatton** 
  + Great job of reaching out to volunteers and reminding them of VASRA work days.
  + Signup Genius status?  
    - Started populating the Signup Genius. It is live but haven’t sent out the link.
* **Launch Driver Coordinator: Dale Casey** 
  + Spring Training dates for Team and VASRA (Mar 2, 9, 16).  
    - Dale may need help for the on-the-water portion to get the boats setup.
  + Signup genius <https://www.signupgenius.com/go/508044DABAC29A1FE3-launch1>
  + Team made >$400 in training fees for other clubs. There is two checks coming the mail. One from John Paul and one from Rock Ridge.
  + On water training sessions March 9th and 16th.
* **Breakfast Coordinators: Danielle Eramo**
  + Display cases
  + Will send out reminder for Pasta parties.
* **Away Regatta Coordinator: Mary Stankovich**
  + Travel coordination: is there special events that will prevent rowers from taking the bus?  
    - Possibility of including other schools if others are going…
  + Budgeted rower #s?  
    - May have to charge more this year to cover costs.
  + Reservation statuses?
  + Looking at a different venue for dinner.
  + Schedule conflicts with the school. Need to make a decision to wait for kids testing or will they drive up later?
* **OLOC Reps: Ron Stouffer/Scott Phillips/Elizabeth Cappello**
* **Uniform/Spirit wear Coordinator: Lani McMullan**
* Bulk uniform order in next week.
* Need to know an end date for registration.
* Registration shirts are done. Can deliver on Thursday. Not sure where the rowers will be that day.
* Splash jackets got revamped this year, still waiting for design proof. Will get details on how to order.
* **Tag Day Coordinators: Jenn Terrillion**
* Preparation Status?  
  - Good preparations, we will be good to go.
* Volunteer requirements?  
  - Working on student assignments. Want varsity with novice pairing will happen morning of.
* We will have the library that day. Home Economy rooms for food.

1. New Business

* PWCA Still looking for additional volunteers, building oar racks, etc.
* They are getting paperwork ready to replace dock 2 and modify dock 1 to pivot. Want to fundraise by setting up a regatta in August time frame. They want one person from each club to participate in a committee.
* VASRA meeting tomorrow.
* Next big payment is rack fees and double shell payment (last one). What do we want to do for next Capital purchase?

1. Next Meeting: April 8, 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*** | Stuart Josephs | ***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

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