1. Establishment of Quorum

* Quorum Established

1. Adoption of Board Meeting Minutes: March 2019
2. Team Representatives Report
3. Old Business

* Email votes conducted and approved:
  + March 27. Agreement with PWRC (lease: two 8+ and one 4X; per usage rental: two 8+ and two 4+). >= $3K
  + March 17. Purchase of second new motor. $2K
* Key inventory / boat house key turn-in - need return in two keys. We will set up key box in storage room
* 1099 for Coaches?
* Thank you letters send for TAG Day donations >$50 and to Team Carolina
* Uniform update
* Did Spirit Night checks come in from El Paso, Chipotle, and California Tortilla?
* Trailer inspections
* Still working trailer lights for shell trailer.

1. Coach’s Report
   * One headset without strap, 3 others without, old CoxBox can version missing Mic connector. ~$250 total. \*\*\*Approved Vote\*\*\*
2. Board Member Reports

* **President – Mark Eramo**
* MEL submissions and contingent billing all occurred in March. Official MEL (61). Based on that VASRA CATMED bill, USRowing umbrella policy payment to PWCA, and PWCA rower/dock fee bill levied.
* Donations still coming in from TAG Day
* Additional invoice received from PWCA for rack space (rigged double)
* Garfield will send sublease bill for 8+ rack usage (rack used for 8+ leased to John Paul the Great)
  + Someone is hanging a single from bay 4 (team is unidentified but may be Hilton)
* Board and officer’s insurance renewed.
  + Big bills are paid for now.
* Safety equipment recapitalization needed. PFD bags, paddles, and couple sets of kill switches (<$300) \*\*\*Approved Vote\*\*\*
* Nominations Committee activation. One board member and two others. Committee charged with finding candidates for all board and key volunteer positions. Each board position needs to be voted in / back in the general election during the end-of-year banquet.
  + Rachelle will lead committee.
* Bylaw and position modifications discussions.
* Need to review the equipment insurance list and provide updates on equipment and limits of liability.
  + Mark will work with Joseph to inventory and discuss.
* Selling of old Dirigo 8+’s. Hercules and Poseidon are 1991 and 1993 wooden shells. Currently leased to John Paul the Great. Recommend selling shells at the end of the season.
  + Will investigate selling at the end of the season to JP or Colgan.
* Summer ERG rentals vote / policy.
  + Will pursue.
* Construction and approval of next year’s budget prior end-of-year banquet.
* Maintenance purchases. COX boxes and / or headsets. Aging equipment.
* Capital investments. Last shell payment made for outstanding load. Need to identify the amount of money available for recapitalization.
* Boat racks at school. AD approved construction of a boat rack inside the bus lot. Cannot dig into the ground or stand higher then six feet. Anticipated construction cost is <$300 (lumber and hardware). Need date to construct.
  + Will pursue. \*\*\*Approved Vote\*\*\*
* PWCA and VASRA is looking for nominations for the 2019-2020 board. I will start including this on the weekly emails.
* Off season fundraisers needs flushing out. If we need volunteers lets see if we can establish a sign up prior to end-of-year banquet.
  + Sign up genius for volunteers
* Construction of an end-of-year survey.
  + Get feedback by Banquet time.
* **1st VP (Fundraising) – Richelle Jones** 
  + Saver’s Drive scheduled for Apr 1st moved to after Spring break.
  + Not many donations, $75 bonus.
* Panera Bread is next fundraiser.
* Emailed about El Paso fundraiser.
  + Complete list of fundraisers submitted to AD’s office March 16th
  + Team will need to submit financial reports and full list of planned fundraisers for CY 19-20 in July 19.
* **2nd VP (Registration) – Elise Ferguson**
* **Treasurer – Mylene Talbert** 
  + Transferred PayPal balance of $897.47on 29 March 19 to SunTrust account.
  + 1099s for FP coaches.
  + CATMED paid (overpayment made Saturday 7 Apr)
  + Refund check issued for VASRA dues
  + ERG purchase check made out to Mark Pohlmeier returned
* **Secretary – Shaun McMullan**
* Website: Pull down old content on homepage.
* **Director of Maintenance – Alan Stankovich & Ray Sutton**
* Need to find a good time to paint the launch boats.
* **Director of Operations – Stuart Josephs**
* Put out the word to pick up trash before packing.

1. Key Volunteer Position Coordinator Reports

* **Rent a Rower Coordinator: Courtney & Adam Manne**
* ERG marathon fundraiser. Need to assemble event committee and start planning.
  + Want to hold in December (first weekend?), Marta and Danielle assisting.
* **Volunteer Coordinator: Janelle Hatton**
  + One vacancy for backup volunteer this weekend.
* **Launch Driver Coordinator: Dale Casey** 
  + Driver training completed as scheduled. Arrangements made for additional unscheduled training session for Colgan on March 31st. Colgan will send check for $120.
  + The team has an established reputation for good training. I recommend a longer training schedule that supports Spring launch training over the course of four weeks based on number of attendees. This year we had 32 training seats and they were all filled.
  + More training wanted including from VASRA.
* **Breakfast Coordinators: Danielle Eramo**
* **Away Regatta Coordinator: Mary Stankovich**
  + Stotesbury Meeting – 1 May.
  + Coaches will look at making a list of participants for parents.
  + Budget review. As an additionally funded regatta we need a club vote to formalize the club’s payments from a general fund. Is the regatta to be 100% funded by the additional cost or does the club pay regatta fees and any other fees out of the general fund?
  + Dinner Venue?
    - No cheaper restaurant but others in the same price range can accommodate. $45 per person + tip, steakhouse, can fit 70 people.
  + Continue to pay all Regatta fees using general fund vice individual billed \*\*\*Approved Vote\*\*\*
* **OLOC Reps: Ron Stouffer/Scott Phillips/Elizabeth Cappello**
* **Uniform/Spirit wear Coordinator: Lani McMullan**
* Spirit wear order deadline and anticipated delivery dates.
* Next year’s registration shirts need to include Team Carolina. Art work/logos to be forwarded.
* Will put out last call for Spirit wear tomorrow.
* JL Racing is willing to give us tank tops to cover team uniforms. Staff agrees to go ahead an accept the free tank tops in the meantime. \*\*\*Approved Vote\*\*\*
* **Tag Day Coordinator: Jenn Terrillion**

1. New Business

* Women’s team doing good. Agree with the lineups.
* Robert Stankovich requests and reads his statement about today’s events.
* Mark’s comments:
  + We will clarify attendance, seat racing, coaches’ expectations, and ranking in the handbook for next year.
  + As stated in the handbook, coaches maintain complete control of boat lineups.

1. Next Meeting: May 6, 2019; FPHS rm 1301

# Attendance

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| --- | --- | --- | --- |
| ***President*** | Mark Eramo | ***Rent a Rower Coord*** | Courtney Manne  Adam Manne |
| ***1st VP (Fundraising)*** | Richelle Jones | ***Volunteer Coord*** | 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 |