**Forest Park Crew, Inc.**

**Board Meeting Minutes**

**January 31, 2022 @ 7:00 PM (Virtual)**

**Establishment of Quorum**

Dan, Mark, Danielle, Lisa and Michelle

**Adoption of Board Meeting Minutes**

Mark motion to approve minutes, Michelle second the motion

**Old Business**

Date for boat flip

February 27th

Shirt designs from Student Reps –

winter conditioning design is done and has been sent to Ed. Design is still needed for registration shirts. Marta will look into past sponsor logos.

**Team Representatives Report**  (Emilia)

Nothing to report

**Coach’s Report** (Bob, Marta, Gretchen, Mary Pat, Courtney and Kerrie)

-Update from boathouse meeting

Marta had sent email with update, didn’t lose any rack space

Bob said the registration is done for erg sprints

**Board Member Reports**

* **Acting President / 1st VP (Fundraising) – Dan Hudson**

Information obtained from PWCA meeting –

PWCA spoke about work days at boathouse, possible viewing parties for regattas

Rental of launches in the spring?

Board will offer 1-2 launches for the March date, Dan will let PWCA know

* **2nd VP (Registration) – Lisa Rivera**

-Status of online registration –

registration is going well

-Layout for registration day

Board/Coaches is to arrive for set up at 9:00.

* **Treasurer – Michelle Green**

-Insurance policy- Mark is updating values for crew inventory. Will send updated list to Michelle so she can submit any changes to the insurance company

-Michelle will send rack invoice to coaches for them to review that the cost is accurate

* **Secretary - Danielle Eramo**

**-**Website and email notifications- website is updated, Danielle asked that if one needs to pass information along to the club, to please send it exactly how you want to go out. Danielle will be the one person from the board to send out emails from the board

**-**Crew email addresses – those have been sent out and now we are able to pass them down since we are the administrators

-Savers Fundraiser – need to let savers know how much we are bringing so they are staffed accordingly, asking for each rower to bring minimum of two bags. Drop off prior to check in at tag day, 8-9:30. Will have my work van parked next to chuck wagon. Drop off time to savers is 2:00. Going to talk about it at registration, have flyer printed so they can look over it as well.

* **Director of Maintenance – Mark Eramo**

-Dates for inventory and for launches to go back in the water

February 20th – launches to go back in water, maintenance, and equipment inspection, will have sign up sheet for volunteers to help

-Launch training dates, March 6th and March 20th, will have two sessions on each day, will have sign up at registration

- Mark has completed the volunteer sign up to be used at registration day, asked Lisa to find out what VASRA is expecting in terms of number of required volunteer positions at the meeting

* **Key Volunteer Position Coordinator Reports**
* **Breakfast Coordinators: Danielle Eramo**

-Board and coaches confirm that there will not be any pasta parties this spring season

due to COVID restrictions

-Asked about set up of breakfast. Marta will investigate it further to see what is possible

**Dan motioned to adjorn meeting, Mark second the motion**

**Meeting adjourned at 7:46pm**

**Next virtual board meeting, February 14th at 7:00pm**