**Forest Park Crew, Inc.**

**Board Meeting Minutes**

**February 14, 2022 @ 7:00 PM (Virtual)**

**Establishment of Quorum**

Board Members present: Dan, Mark, Danielle, Lisa and Michelle

Key volunteers: Ed and Julie Zick

**Adoption of Board Meeting Minutes**

Mark motioned to adopt minutes, Michelle second the motion

**Team Representatives Report (Indu)**

-tryouts are going well, nice to see some new faces that were not part of winter conditioning

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

-Tryouts and winter conditioning are both going. ERG sprints are this Saturday.

-Coach Bob has reached out to the interest group as well as directly with past rowers to see if they are going to sign up for crew

**Board Member Reports**

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

 -looking into local shops to see if they would be willing to post our sign with the QR code

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

 -44 rowers signed up as of this meeting

 -Regatta Central is still not allowing Lisa to issue refunds, needs to be added as an authorized user. Dan

 will look into the FP President binder for login details and Coach Bob will try to help as well.

* **Treasurer – Michelle Green**

 -paid equipment insurance as well as reimbursement to Ed Zick for door hangers and extra uniforms that were

 ordered

 -need information for the winter conditioning shirts so Michelle can do that reimbursement as well

 -Michelle needs the official list of rowers from Lisa so she can associate payment with each rower

* **Secretary - Danielle Eramo**

 **-**carpool list was generated on registration day and Danielle made a google group so parents can work out a plan

to get their rower to and from practice

 -Danielle asked the board who will be returning next year so we know what vacancies we will have, Dan, Lisa,

 Mark and Danielle will return

-SAVERS fundraiser – asking two bags from each rower, rowers will drop off donations prior to checking in on

 TAG day. Danielle will be using a work van to transport donations to SAVERS. Michelle will fill out direct

 deposit information for SAVERS

* **Director of Maintenance – Mark Eramo**

-Most volunteer positions are filled, will fill vacancies with late registrations and board members who did not sign up on registration day. VASRA has not sent out our volunteer requirements as of this day.

-Mark will send out reminders to volunteers for this upcoming weekend

-Mark will send out an email to club to determine which mom is going to be a referee for regattas. VASRA will then not make as provide a LOC because of this

-Mark mentioned that we should be reaching out to the Occoquan Boat Club to see if we can do the fall fundraiser like we did in past years. We provided launches and drivers for them, and it was an easy fundraiser.

 Dan said he will reach out to them as well as putting something together about Amazon Smile.

-Mark recommended eliminating $55,000 value of insured goods. Coaches agreed. He will reach out to insurance company to make the adjustment and hopefully receive a credit.

 -Launch training will be offered March 6th and March 20th with two sessions on each day

-Safe sport, our club is required to have a policy in place since US Rowing is making that requirement. All board members will need to do the 90 minute version. Only volunteers that oversee rowers for multiple days will need to do the 90 minute version. VASRA has yet to decide what Safe Sport training they will place on VASRA volunteers, if any. Our club will need to put our policy on the website and make it part next year’s handbook. We also must offer the child abuse/reporting video to all

-Marta mentioned that any rower that is 18 and those that will turn 18 during the season, will be required to do the 90 minute Safe sport training

-Sunday, February 20th will the maintenance/equipment inventory. Mark and Jeff will be joined by three parent volunteers to complete the work

* **Director of Operations – Jeff Graham (not present, but secretary relayed information given by Jeff)**

 -Feb 20th, launches back in the water

**Key Volunteer Position Coordinator Reports**

**Tag Day/Spirit wear – Ed Zick**

-TAG Day door hangers  $682

-Request  Registration roster Varsity/Novice Designator

-Request Driver Roster with contact info

-Notification out to drivers 2 weeks and 1 week before event

-confirm access to school library 0800 Saturday 5 march

Uniform/Spirit Wear

-Uniforms expected 2 week in March.

-Winter Conditioning Shirts Delivered

-Request Registration/Backup Racing   Shirt Design  3 weeks production time.

-10 extra uniform Tanks and 2 Coach polos and splash Jackets  $808

-spirt wear design finalized and up. Mark will send One Performance logo to Ed so it can be placed on back of the registration shirt

**Breakfast Coordinators: Danielle Eramo**

-Stephanie Bowers will be taking over Breakfast Coordinator position

-Danielle will give Jeff’s contact information to Stephanie so she can be in contact with him for doing the drop off.

**Mark motion to adjourn meeting, Dan second the motion**

**Meeting adjourned at 7:49pm**

**Next crew board virtual meeting on March 7th at 7:00pm**