**Forest Park Crew, Inc.**

**Board Meeting Minutes**

**October 12, 2022 @ 7:00 PM**

**Establishment of Quorum**

Board members present: Mark, Mike, Danielle, Lisa, Ruth, Don

Key Volunteers present: Angie

**Adoption of Board Meeting Minutes from September**

* Mark motion to approve the minutes from September, Ruth second the motion

**Team Representatives Report**

Team Reps: Luke, Dayle, Katherine and James

* Luke said team reps will do signups for group me at the time of spring registration.
* Luke would be willing to ask Mr. O’Neil to see if weightlifting room is open during the wintertime for crew to use possibly 1-2 days
* Dayle wants to make sure crew information makes the morning announcements. Bob mentioned that they are following the instructions given by the AD on how to get crew onto announcements and the club makes sure we make it out on all FP social media. Social media has been better, but morning announcements has been a struggle. Bob recommends for the team reps to meet with the AD.
	+ Bob recommends the team reps to spread the word about wearing Crew apparel every Wednesday during the months of October and November. Mike recommended splash jackets since they tend to stand out.

**Coach’s Report**

Coaches: Bob, Courtney, Mary Pat and Gretchen

* Great turnout at last LTR
* Bob is still working with World Gym on paperwork. Will keep the gym fee the same as last year. Bob needs the cost of registration shirt to know what the total cost will be for winter conditioning.
* November 16th – Winter Conditioning Info Meeting. Will need everything ready to go for registration a few days prior to Nov 16th so it can go live on the day.
* Coaches’ meeting
	+ Will go to James River and Matthews as a full team.
	+ Will only compete on Day 2 of States
	+ Coaches will identify top boats early in the season. Those are the boats that may go to Stotes.

**Board Member Reports**

**President – Mark Eramo**

All members of the Board approved the following via email on September 30th, 2022:

* $1100 repair cost of chuck wagon
* $540 boat cover purchase of Hermes (2017 Double) so it can be taken out of the boathouse

From VASRA

* initial schedule of VASRA events we will be attending with approx. number are due 31 October.  We can update as the year progress, but we are essentially ‘entering into a contract’ with VASRA that we will be attending.
* VASRA fees are up to $350
* Volunteers: both LOC (ratio to 1:50 rowers) and weekly personnel.
* Mark updated all personnel positions listed with VASRA
* Regatta Entry Fees include $4 park entry fee.  These will not go up this year.
* Safe Sport Training.  Get it done prior to athlete contact. All board members and coaches will need to do the training
* VASRA payment and Crew Council payment due 15 Nov
* 24 Jan 2023: volunteer coordinators meeting, Don will be attending
* 3-5 Feb US Rowing Convention Atlantic City

From PWCA.

* Battlefield is now a full voting member.
* No change specified yet as far as internal or external storage changes that will affect FP Crew
* Rack allocation is going to occur Nov/Dec timeframe. Anticipate less space than we have currently
* Our double (Hermes) is in bay 4 on the floor in a none allocated position and must be moved to another spot or removed from the boathouse.  We were not charged for a rack space with the double.
* PWCA will reimburse FP Crew for damages to Zeus.
* initial budget review went out to the executive board on 9 October.  Need to lock down and approve budget prior to Nov board meeting.  Recommend keeping Spring enrollment at $650.
* fundraiser for fall regatta support went out to the club with only one volunteer to assist, Michael Critchley.  There is still time to volunteer to support HOTO if there is interest
* Hope to hear back from Finish Line in the next few weeks that both our 4+s are complete and ready.
* email is going out NLT 15 October to return rented ERGs to the HS on 5 November.
* Mark will be pushing PWCA to be involved in second round of rack negotiations in Jan / Feb.
* Need to go through all our equipment and thin out or remove items from boathouse that are surplus.  (oars)
* Mark will set up a Crew teams meeting account for our meetings. Mike motioned to approve, Ruth second setting up a Crew teams meeting account.

**1st VP (Fundraising) – Michael Critchley**

* Aiming at Veteran’s weekend for Rent a Rower, need to lock down exact dates
* Plans to reach out to local businesses to purchase equipment for the club and then give something in return FP Crew on it as a thank you

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

* Needs to know the fee for winter conditioning
* Would be good to do the payment plan for Winter Conditioning/Spring season
* Has some jib its for crocs. Could utilize them as a fundraiser on the day of spring registration.

**Treasurer – Ruth Avelis**

* $68,439 in checking account
* $11,715.18 in money market account
* Benevity – can apply volunteer hours, her company will then turn it into cash and then donate it to the team
* Can do reimbursements via electronic payments through Zelle and Venmo

**Secretary - Danielle Eramo**

* Will just need winter conditioning registration info to post on the website at least a few days before Nov 16th

**Director of Maintenance – Mark Eramo**

* Chuck wagon should be ready for pickup shortly.  Mark will take pictures and share.
* Ordered materials need to repair Zeus.  Once repairs are complete, we will move boats as necessary
* launch boat motor maintenance has commenced, anticipate being done before HOTO.
* Need to have Khoas moved within the boathouse to conduct repairs.
* Mark will look at trailers for inspections and get them done when required.
* would like authority to purchase up to $400 in materials to expand the racks at the school to accommodate up to 15 shells. Board voted and approved that maintenance budget.

**Director of Operations – Don Green**

* Registered three boats

**Key Volunteer Position Coordinator Reports**

**Spirit wear – Angie Jeffcoat**

* Will need to do registration shirts and get uniforms ordered during winter conditioning. Mark will give contact info for Ed since he was the spirit wear coordinator last year.

**Breakfast Coordinator: Stephanie Bowers (not present)**

* Conveyed to Secretary that there was nothing to report.

**Next crew board meeting on November 9th at 7:00pm**