**Forest Park Crew, Inc.**

**Board Meeting Minutes**

**November 9, 2022 @ 7:00 PM**

**Establishment of Quorum**

Board Members: Mark, Michael, Ruth, Lisa and Danielle

Key Volunteers: Angie and Stephanie

Meeting commenced at 7:00pm

**Adoption of Board Meeting Minutes from October**

Ruth motioned to adopt October’s minutes, Michael second the motion

**Team Representatives Report**

Team reps: Luke, Kathryn, James and Dayle

* AD has given the impression to the team reps that the weight room would be available after school for one day a week. Reps have reached out to Mr. O’ Neil to see if he would be open to offer instruction to the rowers on proper technique. Coach Bob will need to have a discussion with other coaches to see if a coach could attend these sessions.
* Crew spirit wear on Wednesdays. Kathryn says that most rowers are wearing crew spirit wear.
* Coach T asked for team reps to reach out to team for winter conditioning shirts. Need design by the end of November. Will need work performance type shirts since they can be worn for practices as well.

**Coaches’ Report**

Coaches: Bob, Courtney, Mary Pat and Kerrie

* World Gym application for winter conditioning– new electronic registration from past years just for the crew clubs. Coach Bob is awaiting that electronic registration. Rowers will have a specific link for rowers to register. Rowers that have a World Gym membership will not need to do this electronic registration.
* 40 posters and yards signs are up at Forest Park. AD wants the logo to display on monitors throughout the school.
* Announcements at FP should be out on Monday
* ERG maintenance – Monday, November 14th
* Coach Bob is still working on getting sixth coach hired, waiting on the County.
* Received approval for two more PE classes at the end of the month
* Winter Conditioning meeting on 11/16, spread the word.
* Osborn Park will have 10-12 rowers rowing out of the boathouse this spring
* Finish Line – both boats are about ready. Will pick up at the end of November or early December
* Rack Allocation will be this Sunday - Coach Bob will be attending
* Need shoes and ten Vespoli foot plates. Coach Bob will give the board the estimate.

**Board Member Reports**

**President – Mark Eramo**

* We will be paying the fall rack fee for the Hermes.  PWCA will invoice us since it was not removed from the boathouse.
* PWCA will host rack allocation this Sunday.  Allocations will be made based on three year running average of Master Eligibility Lists and for new school their anticipated numbers.  Rack allocations are what PWCA will allow us to lease.  The board will still need to approve expenditures.
* PWCA placed boathouse work days on the calendar for the entire year.  We will incorporate these into our volunteer requirements at Spring Registration.  I’ll work with Don to set this up via Signup Genius.
* next PWCA meeting is on 16 November.  Ruth will be in attendance, but I’ll need a proxy for me.  (who is available?)
* 2023 Handbook is out for coaches and student rep review.  Due back no later than 28 November.
* SafeSport Policy was sent out Monday, it will be published on the website by the start of Winter Conditioning. Coach Bob will reach out to existing rowers that will be 18 before June to make sure they complete training prior to winter conditioning.
* Winter Conditioning information meeting is next Wednesday, 16 Nov.  Coaches will lead, but I’ll take an opportunity to speak on behalf of the board.
* Website and all registration information need to go live that day/night.  Fee is set at $150 (includes 3 month gym membership).  If participants have an active membership that last through the program the fee is $100.  We need the Coaches, Lisa, Ruth, and Danielle to coordinate to ensure all the information is accurate and published on time.  FYSA, this is roughly $20 under what it is costing to operate Winter conditioning (missing $15 shirt and $5 Erg Sprints).  Historically operated as a no cost event.
* Payment method for Winter conditioning?  Ruth prefers via Zelle, Venmo or Paypal
* Unless student reps can provide shirt designs by first day of Winter conditioning I think we should press with an in house design once sizes are known – don’t delay.
* All but one Erg rental is returned and in the trailer.  Last one will be returned by Friday.  This was a good fundraiser, need to push this program again and more frequently.  We should look to rent out up to 18 units. (that would purchase almost two 8+s worth of covers).
* What is the status of the student reps coordination with weight room usage at FPHS?
* Budget review was completed.  Based on an anticipated 50 rowers, last year’s expenses plus inflation, and plan to attend two away regattas a $650 registration fee is about break even with expenses.  All fundraising would go toward capital improvements.

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

* Rent a Rower – currently have 11 (8 rowers and 3 parents) responses which would make 3 crews. Will need to cap how many customers the club can accommodate. Courtney will post the customer sign-up tomorrow on social media.
* Possibly do Erg-A-Thon next year. Will need to start planning at the end of the spring season or early Fall. Was very popular among the participants.

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

* Winter Conditioning Registration – will have instructions and Regatta Central ready on Sunday

**Treasurer – Ruth Avelis**

* Financials – As of 07 NOV 2022
	+ Checking account - $66,893.80
	+ Money Market account - $11,715.92 (Another $.10 in interest!)
* Paid VASRA Crew Council dues on 02 NOV via Zelle transfer. Sent an email to the VASRA Treasurer to let them know that payment had been made. As of 07 NOV 2022 VASRA website does not reflect payment. Will follow up with the VASRA Treasurer this week.
* As of 03 NOV 2022, boat registration stickers have not arrived in the team’s P.O. Box
* CPA binder for AUG 2021 – JUL 2022 dropped off on 04 NOV 2022. Should be ready in a few weeks.

**Secretary - Danielle Eramo**

* All info for winter conditioning registration on the website is due this Sunday, November 13th
* Will need updated spring season registration page to be turned in for website by the holiday break
* Erg sprints on 2/11 week before president’s weekend.
* Boat flip test feb 26th, registration 1/28

**Director of Maintenance – Mark Eramo**

* received new boat cover for the Hermes.  Will install once it moves out of the boat house
* All launch motors were winterized and serviced (except for #7 at the school).  They are ready for the Spring season.  I do have to order a couple of propellers that were damaged.  Repair of the aluminum props are not cost effective.
* Chuck wagon returned from the Sign Shop.  Need to keep rotating the trailer as to which side is in the sun to try to prevent fading.
* Chuck wagon lights repaired and it is ready for its safety inspection.  Current one expires in November 2022
* Zeus is patched up and over the winter I’ll complete the sanding and preparation for the Spring.
* The Khaos still requires repair, but is inaccessible due to rack position.  I can address this in the Spring if it is not being rowed until mid/late March.

**Key Volunteer Position Coordinator Reports**

**Spirit wear – Angie Jeffcoat**

* Nothing to report

**Breakfast Coordinator: Stephanie Bowers**

* Nothing to report

Adjournment of meeting – Mark motion to adjourn meeting, Danielle second the motion

Meeting adjourned at 8:48pm

**Next crew board meeting on December 14th at 7:00pm**