

Forest Park Crew, Inc.
Board Meeting Minutes
12 Dec 2024 @ 7:00pm (Via Zoom)

Establishment of Quorum

Board Members: Lisa Rivera, Ruth Avelis, Elizabeth Green and Don Green
Key Volunteers: Angie Jeffcoat

Adoption of Board Meeting Minutes:

Angie motioned to adopt, seconded by Lisa.

Team Representatives Report:

Student Reps Present: None present.

Old Business/Actions

- Winter Conditioning shirt will be designed by Rose. Rose will deliver design to Angie by Dec 1st.
(Action – Rose)
 - Angie will be finishing up tomorrow and will send over the designs. (Action – Angie)
 - Need to know how many. Lisa will send Angie the list tomorrow morning. There is close to 40, 35 have signed up in VASRA Central.
 - Missing payment from Jayden Monyei.
- Status on set up of new email accounts (Action - Lisa & Tatjana)
 - Lisa cannot find email resend it. (Action – Elizabeth) (Completed)

Coach's Report:

Coaches Present: MaryPat Mabeus and Kerry Golden

- On the VASRA Regatta calendar the regatta on Apr 12th is the 1st night of Passover. Need to ask Principal for permission to participate on that day. (Action – MaryPat)
- The 1st Day on the Water is Feb 18th not the 24th. Need to update website calendar. (Action – Jolene) (Completed)
- Tryouts are 10-12 Feb. Then will take long weekend off.
- Boat Flip is booked for Mon the 17th of Feb.
- From the VASRA meeting there is the possibility of a Coxswain Clinic, should come out with info soon, but could be expensive.
- Maybe we need another boat. If the timing works to buy another Vesbola midweight (145-185lbs) or heavyweight 4. Would like a more current one around 5 yrs old. Will probably be about \$20K.

Board Member Reports:

President (Acting) – Lisa Rivera

- Date for the James Regatta has changed. Have we updated the VASRA schedule?
 - Yes, VASRA has been notified.
- Update from the VASRA meeting on Tuesday.
- Tee-shirt design for Winter Conditioning, is the design ready?
 - I will get list of registered rowers to Angie Friday (Action – Lisa)
- Still waiting to hear back from Vickie about January 9th to confirm we have enclosed the cafeteria for Spring interest night.

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- Vicki said we are good for the 9th for Interest Mtg, but not available for the 25th for Registration. We do have Feb 1st 9am-1pm. Will cancel Jan 29th at Panera. Plan on Mon Feb 3rd as an alternate. Switch to Feb 1st at FPHS and will only be 1 day for registration.
- VASRA Coordination mtg on is Jan 28th.
- Do we still need rowers 18 and older to complete SafeSport training if we are no longer US Rowing Club affiliation?
 - VASRA mtg said they will not make volunteers sign the sheet for SafeSport training like they did last year. If you are in a capacity where you would not be alone with students would not need SafeSport.
 - Now that we are not part of US Rowing - SafeSport training is not required for Team membership if over 18. Will just go by what is required by the County.
 - PWCS still requires it - can do training from SafeSport.org. Will need to keep track of completed training manually. Do not know who we report it to. Need to confirm with Mr. Bricker. (Action – MaryPat)
 - SafeSport still a question mark, it was required as Board Members.
 - Ruth will need to check to see if it's a requirement for our Liability insurance. (Action - Ruth)
 - Insurance needs to be in place by the end of Dec. Kerry thinks they are still deciding between two companies.
 - Remove SafeSport from a req from Website (Action: Jolene/Elizabeth) (Completed)
 -
- Email out to club interest group about scholarship being open. (Completed)
- VASRA Workdays will need to be added for our volunteers
 - Feb 22, Mar 1, Mar 8 and Mar 15 from 9am to 4pm – morning shift & afternoon shift. One volunteer from each school per weekend. (Action: Don)

1st VP (Fundraising) – Ruth Avelis (Acting)

- Spirit Nights
 - All American Steakhouse – Team earned \$622.40
 - Brothers – waiting to hear back on team earnings – only 12 people ordered
 - Giorgio's – TBD JAN; waiting to hear back from the owner; alternate? Looking at the 3rd week of Jan – the 21st or 22nd.
 - ???? – TBD FEB – Panera Feb 3rd (tentative); could try El Paso or Domino's in Montclair
 - Five Guys (Merchants Plaza) – TBD MAR
 - ???? – TBD APR
 - Campbell's Custard (Merchants Plaza) – TBD MAY
- RaiseRight training
 - No attendees other than Elizabeth, will continue to try. Have one scheduled for tomorrow night and two for Sat. Will start back up with the Interest Meeting.
 - currently all funds get dumped directly back to the Team. There is a way for us to segregate the money to allow for people to have their funds go towards lowering their tuition.
- Alamo Draft House tickets – have sold about 25 tickets. Will do a FB post this weekend.
- Sponsors
 - Vulcan Materials Company – rocks for the shed (\$449.28) – Silver level

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- A&E Logistics Management – delivery of rocks (\$395.20) – Silver level
- Need contacts and mailing addresses to send thank you note. Also working on Thank you letter from Mr. Bricker and FP Crew President) (**Action – Don**)
- Don – for All American - should we list them as a Gold Sponsor?
- We could create a plaque where we can drop in Years and Sponsors.
- Email to go out to families regarding sponsorship leads and tuition credit that can be earned with successful leads (\$10/lead) – Will wait until the New Year.

2nd VP (Registration) – Lisa Rivera

- Updated documents needed for spring registration. (**Action: Lisa**)
- Registration for Spring will open Jan 12th, 2025.

Treasurer – Ruth Avelis

- Financials – As of 10 DEC 2024
 - Checking account - \$5,335.18
 - Money Market account - \$84,427.67
- Income
 - All American Steakhouse - \$622.40
 - RaiseRight - \$61.85
 - Winter Conditioning – missing one payment
 - Rent-a-Rower – updated total about \$2,980
 - Leonard Insurance claim - \$2,750.00
- Donations
 - Julie Simmonds – \$15.00
- Paid Expenses
 - Debit Card
 - All American Steakhouse (Board dinner) - \$253.50
 - Alamo Draft House Cinema - \$900.00
 - Zelle transfer
 - NTR
 - Checks
 - Check #2662 Renita Harris for Winter Conditioning refund - \$11.85
 - Check #2663 John Avelis for Subway (Rent-a-Rower food) - \$135.00
- Upcoming Expenses
 - Winter conditioning shirts
 - Club Insurance
- Other
 - MaryPat volunteered at Occoquan Challenge and had to list what school she wanted the donation to go to did we receive the donation?. Ruth – nothing in our mail box – will check Admin office. MaryPat will check to see where they will send/sent the funds to. (**Action: MaryPat**)

Secretary – Elizabeth Green

- Spond Group Messaging App (Available on App Store & Google Play)

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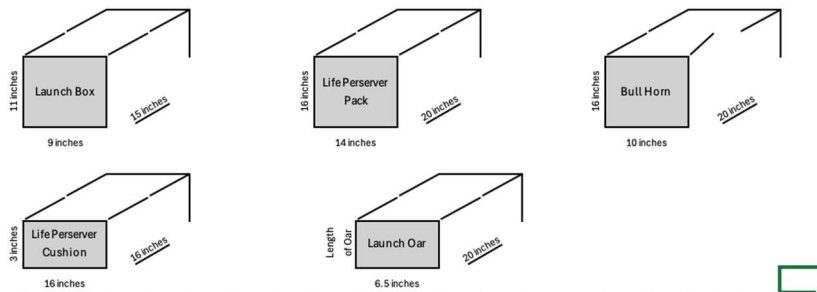
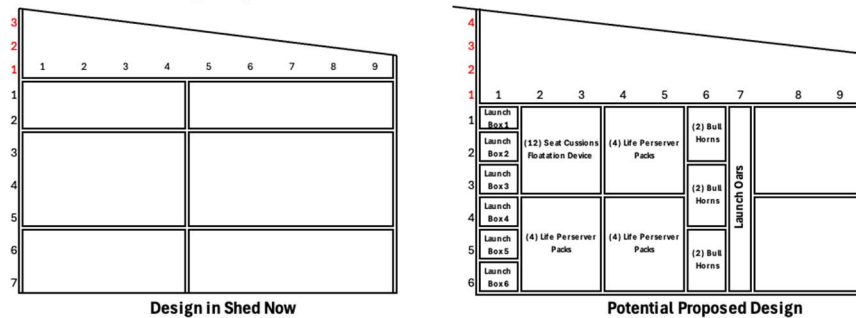
- Offers a fully-featured messaging tool to help admins and coaches stay in touch with their members and with each other, while providing direct contact between individuals or groups of members.

General Data Protection Regulation (GDPR) compliant and provides full traceability.

- Can collect payments for equipment, travel, or membership fees from your group.
- Free to download and use! The only cost is if you choose to collect money through Spond, then there will be a transaction fee. There are no hidden fees.
- Elizabeth – to do a test bed (**Action – Elizabeth**)

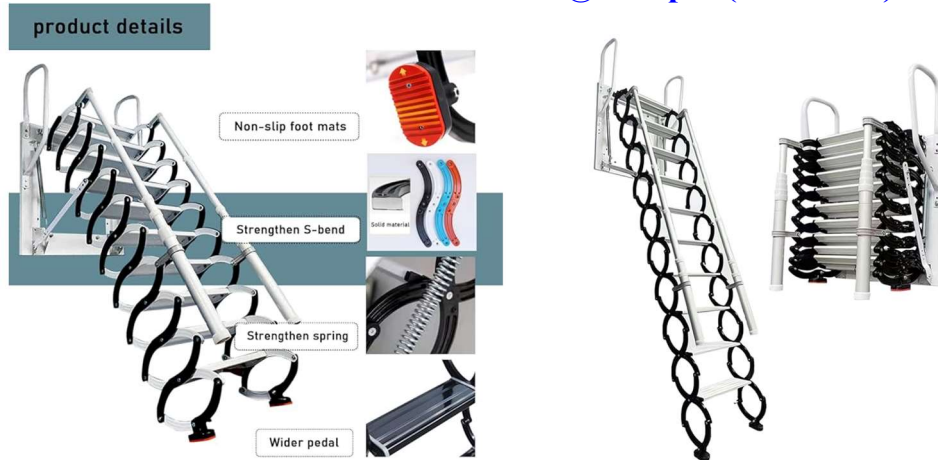
Director of Maintenance – Don Green (Acting)

- Parts for the Outboard Motor repair arrived. (\$242.70)
 - I will submit this expense on my December Expense Claim with Ruth.
 - Re-Furbish of Shell Trailer
 - Having Trouble finding big enough shop to accommodate the repair of the trailer.
 - Looks like maybe the below shop can handle the job. Downtown Garage & Body
 Downtown Garage and Body; Fredericksburg
 - Will come to FPHS one day next week to give us a quote.
- Working on New Interior Design of the Back Shed at the Boat House
 - A lot of this will depend on what we can fit in the new Locker PWCA will be issuing the club in the coming days.



[Retractable Loft Access Ladder \(Link\)](#)

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Director of Operations – Don Green

Capital Improvements

- The Oars have arrived from Concept2. (\$8200) Capital Improvement
 - They are in my garage
 - Need input from the coaches on how they want the blades painted.
 - Coaches – oars should be painted to match existing. Kerry has some existing paint she can get to Don. Don should touch base with Gretchen about painting the oars.
(Action: Don)



- Purchased Megaphone (\$48.40) for evaluation.
 - Need Coaches approval that it will meet their needs and how many we will need to support the team for practice.



[Pyle Portable Megaphone Speaker PA Bullhorn-Built-in Siren, 50W Adjustable Volume Control & 1200 Yard Range-Ideal for Any Outdoor Sports, Cheerleading Fans & Coaches or for Safety Drills - PMP52BT](#)

[Return or replace items: Eligible through January 31, 2025](#)

- Coaches stated that they will work. Don motions to purchase, Eliz seconds all agreed to purchase.

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- Additional Needs from Coaches:
 - Kerry - Could use a Waterproof Bag for the coaches in the boat. (Action: Angie will look into Dry Bags with our logo) Akona bags med size.
 - Need to get a jacket for new coach. Kerry ordered last year.

- The Rock has been delivered and installed in front of the shed at the school. (\$844.00 Capital Improvement Donation).
 - Need to follow up with Jolene about creating Sponsor Web Page to display our first two Silver Sponsors
 - **Vulcan Materials Company**
 - <https://www.vulcanmaterials.com/>
 - Vulcan Materials Company is the nation’s largest producer of construction aggregates—primarily crushed stone, sand and gravel—and a major producer of aggregates-based construction materials, including asphalt and ready-mixed concrete.
 - **\$449.28 for eight tons of donated rock.**

 - **A&E Logistics Management**
 - <https://www.aelogisticsmanagement.com/>
 - A&E Logistics provides support for the construction and maintenance of the D.M.V ‘s social and economic infrastructure. A&E offers a variety of services, while focusing on reliability, execution and the safe completion of all our projects.
 - **\$395.20 for delivery donation.**

Final Actions Zeus Insurance Claim

- We received the payment from Leonard Insurance Group for \$2750.00
 - Final Math on Zeus Claim
 - \$3000.00 Totaled value of Zeus for claim purposes
 - \$ -250.00 Deductible on our Policy
 - \$2750.00 Check received from Insurance Company
 - \$+250.00 Owed from PWRC to cover deductible
 - \$3000.00
 - \$ -200.00 Pickup and return fee from Finish Line Repair
 - \$2800.00** Final Value to the Club for Zeus Claim.

** What is the status of the Deductible payment of \$250.00 from PWRC to FP-Crew?

Finish line wanted \$500 to dispose of Zeus which is cost prohibited

- I have instructed them to return Zeus to us and I will dispose of it.
- After return of Zeus, we will owe Finish line \$200.00 for pickup and return.

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Key Volunteer Position Coordinator Reports:

Uniform/Spirit wear Coordinator: Angie Jeffcoat

- When get the t-shirt design, will send out to everyone.
- Ruth proposes \$700 to cover t-shirts. Lisa 2nd. All voted yes.

Website Coordinator: Jolene Edwards

- Not in attendance.

Breakfast/Food Coordinator: Tatjana D’Arcangelo

- Not in attendance.

Next Meeting:

- Thursday, January 9th meet at 6pm to meet before the Spring Interest Mtg starts.

Elizabeth motioned to Adjourn. Don seconded.