

South End Rowing Club Board of Directors Meeting

May 10, 2007 — 6:00 P.M.
500 Jefferson Street, San Francisco, CA 94109

MINUTES

I. CALL TO ORDER

The meeting was called to order at 6:10 p.m.

II. ROLL CALL

Jessica Sullivan, Secretary
Ed, Dullea, Gym Commissioner
Kathy Bailey, Director at Large
Susan Herder, Running
Commissioner
Peter Ross, President
Paul Nordquist, Rowing
Commissioner
Dan McLaughlin, Boat House
Captain

Wayne Black, Handball
Commissioner
Bill Wygant, Swim Commissioner
Michael Alvarez, Director at Large
Tom Carlson, Vice President
Kim Howard, Entertainment
Commissioner
Tom Paoli, Director at Large
Norm Davis, Treasurer

III. APPROVAL OF MINUTES

Minutes of the April meeting approved by the Board.

IV. DISCUSSION/INFORMATION MATTERS

A. FINALIZE FINANCIAL POLICY AND PROCEDURES

- Peter presented the revised financial policy and procedures to reflect comments from the prior meeting. The main changes were to tie in the need for Board approval for expenditures, consistent with the by-laws. Please see new policies attached.
- Motion passed to adopt the new policy passed.

B. HAPPY HOUR GUIDELINES

- As a follow-up to the April meeting, Kim Howard discussed whether further Happy Hour guidelines were needed to prevent a member from essentially using Happy Hour as an opportunity to rent the Club for a party for free and without providing insurance or the usual safeguards. Kim noted that we need first to define "Club Event" and "Club Rental". A Club Event is sanctioned by the Club and approved by the Board. A Club Rental is a social gathering with 10 or more guests and, in this case, the member should rent the Club. In addition, if a Club member will be using large areas of the South End so as to inconvenience other

members, a Club rental should be required. Kim has revised the form of rental agreement and will post it on the club website.

- Joe Boone suggested a log book for people to sign in so that we have documentation in case of ABC inspection. Kim supported this idea for members and their guests, but reiterated that most members do not bring in large groups of guests. Nonetheless, Kim thought guidelines or expectations on the permitted number of guests should be made clear to all members.
- Kim will write an article on Happy Hour for the newsletter and will remind members of these guidelines in the emails.

C. FORMATION OF BUILDING COMMITTEE

Peter indicated that given the number of building-related projects at the Club, a building committee should be formed to identify and priority the Club's facility needs. Dan McLaughlin reported that Ray (not present at the meeting) was supportive of this approach. Dan McLaughlin, Mike Alvarez, Rory Moore, Ray Zahn and Susan Herder agreed to serve on the committee.

V. TREASURER'S REPORT

Norm distributed comparative financial results for January through April 2007 vs January-April 2006. Swimming expenses increased due to purchase of a new zodiac, new engine and the New Years Day Alcatraz fleece blankets. Norm indicated he would like to meet with the Executive Committee to discuss cash management and generating higher returns on our cash balances.

VI. COMMISSIONER REPORTS

HANDBALL –

- Wayne Black reported that the tournament this past weekend was a great success with an estimated profit of \$400.
- Wayne requested five checks for \$50 for Handball players receiving money from the Gallagher Fund. The five handball players are Wayne Black, Vic Assa, Rory Moore, Jay Capell and Mike Alvarez.
- Wayne researched costs of repainting the men's locker room and upgrading our electrical system. Wayne thought that repainting alone would cost at least \$16,000.

BOATHOUSE –

- The Tahoe regatta is June 16th.
- The barge project is moving right along. The Boatwright that was hired moved from the Bay Area, so we are looking for a new one.
- 40 people are signed up for the rowing clinic this weekend. The clinic will run from 9-11 on Saturday and Sunday.

SWIMMING –

- Bill reports that the Bay Bridge swim and Five Coves of Death went well. 12 swimmers are signed up for Bay to Breakers on May 20th.
- Since January, Club swims have generated a slight profit of approximately \$200.

RUNNING –

- The Dipsea hike will be held this weekend. Susan may also try to coordinate another Dispea hike on Memorial Day weekend.
- Susan put up a sign up sheet for the hike and some other running info on the bulletin board and found that it wasn't there a few days later. Susan asked if there were a policy for putting information up on the board. There is no such policy and it is likely that it just blew away because the front door had been open 3 days this week.
- Don't forget the monthly Biathlons held the first Sunday of the month! Come on out for hike, run or walk after the sunriser swim.

GYM -

- Ed reports that the speed bag is downstairs ready to be installed.

ENTERTAINMENT –

- Kim announces that there will be a big fundraising party on June 1st for this year's English Channel swimmers (Jessica Sullivan, Julian Greene and Michelle Deasy). \$25 suggested donation at the door with dinner and an open bar that includes beer and wine.
- Blood Bank of the Pacific is interested in doing another drive at the Club. Kim suggested they do this after a Club event, such as a swim, so as to maximize attendance. The August 18th club Alcatraz is a possibility.

BUILDING –

Ray was not present at the meeting.

MEMBERSHIP –

Trudy was not present at the meeting

ROWING –

Paul reported a successful Open Water Regatta in Sausalito on April 15th. There were three courses and South Enders rowed in each. We had several top finishes including a new course record in the women's long course in the double by Kathryn Furano and Nancy Rose.

VII. OTHER BUSINESS

- Tom Carlson is organizing and promoting the Angel Island picnic on May 19th at 11a.m. Tom would like to email each group at the Club to increase attendance party. Tom expects 200 people. Wayne will buy paper supplies.
- Kathy Bailey reminded the Board that the deadline to submit articles is May 15th for the next newsletter.
- Club member Dwight Duke wanted the Board to examine the structure of the incident review committee. He was concerned by the potential for conflicts of interest and lack of objectivity. Peter responded that if a committee member could not review an incident with objectivity, he or she would not participate in that review. Peter also reminded Dwight that the incident review committee only makes recommendations to the Board and does not take action against the Club member.
- Dwight questioned the lag in posting board meeting minutes on the Club's website. Jessica explained that minutes are posted following the subsequent board meeting after they are approved.

VIII. ADJOURN

Board meeting adjourned at 7:36 p.m.