

# South End Rowing Club Board of Directors Meeting

November 13, 2008 — 6:00 P.M.  
500 Jefferson Street, San Francisco, CA 94109

## MINUTES

### I. CALL TO ORDER

The meeting was called to order at 6:07 p.m.

### II. ROLL CALL

Elizabeth Glass, Secretary  
Kathy Bailey, Director at Large  
Peter Ross, President  
Trudy DiLorenzo, Membership  
Dan McLaughlin, Boat House  
Captain

Tom Carlson, Vice President  
Robin Kincade, Entertainment  
Commissioner  
Ray Zahnd, Building Commissioner  
Joe Boone, Treasurer  
Tom Paoli, Swim Commissioner

### III. APPROVAL OF MINUTES

The board approved the minutes of the October meeting.

### IV. ACCEPTANCE OF COMMISSIONER REPORTS

#### A. HANDBALL

No Report, Wayne Black not present

#### B. BUILDING

Ray reports on a bid from Betty's Janitorial Service:

\$525/month for 1X per month

\$950/month for 2X per month

Concern about staph infections from members.

Board approves cleaning service at 2X per month.

### V. INFORMATION MATTERS

#### A. SERC Elections

Sue Free will head up the elections

#### B. General Meeting

Treasurer's Report and Swim recap will be in the next newsletter.

The Discovery Channel will be doing an interview with Gary Aguiar at the Club.

#### C. December Board meeting dinner location-TBD

#### D. Year-End awards

Runner-Joel Lanz

Swimmer-TBD

Rower-Allison Kalhammer

Handballer-Rory Moore

Member- Bill Wygant

Volunteer/cook-Rafe Goorwich

### **E. Club Rental Policy-Revisited**

\*8-hour rental including set-up and breakdown

**Cookshack**-\$600.00

\$75.00 for each additional hour

**Boathouse**-\$800.00

\$100.00 for each additional hour

**Dayroom**-\$400.00

\$50.00 for each additional hour

Event Supervisor/Security--\$30.00 per hour including a ½ hour before and after renter.

Overtime after 8 hours is at a 4-hour minimum

Members must be in good standing for 1 year before they are eligible to rent the club, club is not available to non-members.

Tom Paoli motions for approval

Tom Carlson seconds

Motion approved

### **VI. Treasurer's Report**

In Joe Boone's attached report he proposes to the club the use of Quick Books for member dues.

Dan McLaughlin motions

Tom Paoli seconds

Motions passed

### **VII. Adjournment 7:35 PM**

**SOUTH END ROWING CLUB  
COMMISSIONER REPORT – BUILDING/GYM/BOATHOUSE  
SERC BOARD MEETING OF \_13 NOVEMBER\_, 2008**

**Projects Completed Since Last Meeting**

**Description:**

**Club Members Involved:**

**Outside Contractor, if any:**

**Cost:**

\*\*\*\*\*

**On-Going Projects - Status:**

**Description:** Barge restoration project

**Club Members Involved:** 8-10 members each week

**Outside Contractor, if any:**

**Estimated Cost:**

\*\*\*\*\*

**Upcoming Projects**

**Description:**

**Club Members Involved:**

**Outside Contractor, if any:**

**Estimated Cost:**

**Other Developments:**

Continuing with other maintenance projects. Repairing oars, refinishing seats, making minor repairs to the boats.

By: Dan McLaughlin

Boathouse Captain

**South End Rowing Club  
Commissioner Report – Building  
SERC Board Meeting of November 2008**

**Events Since Last Meeting:**

1. Report of the front door latch not resetting to lock position- Removed, cleaned and lubricated electric latch. Reinstalled and tested.
2. Broken women's toilet flush handle- Replaced.
3. Refinished patio wood trim for the new Glass wind break.

**Upcoming Events:**

**Name of Event:**

Glass wind break to be installed Saturday thru Sunday morning.

By: Raymond Zahnd  
Building Commissioner

**SOUTH END ROWING CLUB  
COMMISSIONER REPORT – MEMBERSHIP  
SERC BOARD MEETING OF NOVEMBER 13, 2008**

**New Members Since Last Meeting: 13**

**October 2008**

Male: Richard L. Harris Jr., David Kimberling, Kevin McDonough, Eamon O'Brien, Ramon Peraza, Mark Ruegg, Adam M. Smith, Alex Tico, Nicolas Wolfe

Female: Patti Bavern Fiend, Ginny Branco, Suzanne Greva, Molly Linehan

Total New Members – October 13  
Total New Members – Year to Date: 106  
71 Male  
35 Female

**Total SERC Members:**

\_\_\_ Male  
\_\_\_ Female

\_\_\_ Full Paying  
\_\_\_ Out of Town  
\_\_\_ Lifetime

**Other Developments:**

[e.g., termination of membership, death, etc.]

By: Trudy DiLorenzo  
Membership Commissioner

**South End Rowing Club**  
**Rowing Commissioner Report SERC Board Meeting of 11-13-08**

**Events Since Last Meeting:**

N/A

**Upcoming Events:**

**Name of Event:** Annual Rowers Dinner

Description: meeting & dinner in cook shack

Date: 11-25-08 6pm

Event Chair: Paul Nordquist

Number of Participants: +/- 40

Entry Fee: \$5 donation to cover dinner expenses

Estimated Total Revenues: \$200

Estimated Total Expenses: \$200

Estimated Profit: \$0

**Name of Event:** Ric Ricci Rowing Presentation

Description: guest lecture in day room

Date: 12-4-08 6pm

Event Chair: Diane Davis

Number of Participants: 25

Entry Fee: 0

Total Revenues: 0

Total Expenses: 0

Profit: 0

By: \_\_\_\_\_-pwn\_\_\_\_\_  
Rowing Commissioner

**South End Rowing Club  
Running Commissioner Report  
SERC Board Meeting of November, 2008**

**Events Since Last Meeting:**

Name of Event: Dolphin Club Escape from Alcatraz Triathlon

Description: Annual triathlon

Date: October 4

Event Chair: Sunny & Mark McKee

Number of Participants: approximately 70

Entry Fee: paid to DC

Name of Event: Interclub Triathlon

Description: annual row/swim/run competition with DC

Date: October 25

Event Chair: Kim Peinado

Number of Participants in run portion: This year we won the run! Yay! Thanks to the enthusiasm of a number of SERCers who encouraged participation, we not only outnumbered DC runners, we also had most of the top ten and 12 of the top 20 runners.

**Upcoming Events:**

Name of event: I want to have some more informal first-Sunday-of-the-month Coit Tower biathlons after the sunriser swim.

Also, a few members have talked about having easy training runs through the winter.

By: Susan Herder  
Running Commissioner

**South End Rowing Club  
Swim Commissioner Report  
SERC Board Meeting of November 12, 2008**

**Events Since Last Meeting:**

October 5, 2008 “nutcracker” Round trip Alcatraz

Event Chair: Paul Springer

Number of Participants: 19

Entry Fee: donation of \$15.00

Total Revenues: \$165.00

Total Expenses: \$244.88

Profit: \$15.00 (Paul hosted this swim, took donations for food and beer, and declined reimbursement of the balance - the \$15.00 profit is a check made payable to SERC.

Note to board, members, and race directors: we do not charge for “nutcracker” swims unless there is a boat rental; we also don’t host breakfast. Om most of these swims, which in 2009 should be called something else, maybe “long swims.”)

October 11 Club Anita Rock

Event Chair: Allen Luong

Number of Participants: 48

Entry Fee: \$10

Total Revenues: \$490.00

Total Expenses: \$480.00

Profit: \$10.00

October 25 Club SERC/DC Triathlon

Event Chair: Kim Howard

Number of Participants:

Entry Fee: No entry fee

Total Revenues: N/A

Total Expenses: N/A

Profit: N/A

November 1 Nutcracker Tiburon to Sausalito  
cancelled due to small crafts advisory

November 2 Club Alcatraz

Event Chair: Tom Paoli

Number of Participants: 62

Entry Fee: 20

Total Revenues: 1168

Total Expenses: 815

Profit: 353

## **Future Events**

November 27 Nutcracker “turkey day splash and dash” (don’t ask me, I didn’t make the 2008 schedule, which had this swim scheduled on 11-20, a week before “turkey day”).

January 1 Club New Years Alcatraz

## **Other Developments:**

### Zodiac rental income

February	185
March	116
April	166
May	165
June	370
July	270
August	375
September	235
October	85
total	1967

### Swim Program Equipment Update

The zodiacs are ten years old (except the Tim Spicer, which we bought last year). Two of them (grey-red, and grey) are showing the effects of hard use, and are in need of repair. However, given their age, and shelf life, it may be wise to buy two new zodiacs instead of spending more money on the old ones. I am in touch with Sal of Sal’s Inflatables, who is going to evaluate each of the inflatables and advise if they are servicable or need to be replaced.

The zodiac motors required additional repairs in September, and the cost was over \$2000. This brought our maintenance costs for the year over \$5,000. In my final report in December I will have a detailed report and analysis of the per-hour cost of the operation of the zodiacs and a recommendation for setting a more fair rental fee for individual use of the zodiacs (special swim requests) and for training for events in which the SERC is represented.

## 2008 Alcatraz Invitational Finance Report

The numbers from this years event are:

Income: \$71,565;  
Expenses: \$36,440;  
Profit: \$35,125.

Because last year there was a lot of confusion about checks from Athletes Lounge, checks made payable to Rec & Park, and to SERC, and who received what, there was some confusion this year about whether money paid by Athletes Lounge beginning in November 2007 (registration began in early November 2007) and in 2008 was for 2007 or 2008. I have reconstructed from the Athletes Lounge website, and in discussions with them, the money we should have/did receive from them for 2008, and the results are attached. We need to make sure SERC got all this money. None of the checks for 2008 have been identified as “missing” by us (I attach a 9/9/9 e-mail from Joe Boone identifying the “missing checks”), so I assume either we or Rec & Park got them. This needs to be confirmed, and if Rec & Park got some of the checks, we need to confirm we have the money.

## Other Swim Program Issues and News

Nancy Iverson’s Pathstar Alcatraz swim happened on October 6, and from all reports it was a success. Many SERC members assisted, all four zodiacs were used, and our facilities were used. The Chronicle ran a story, but unfortunately the SERC wasn’t mentioned..

We helped with two other swims based on our belief that supporting the swims furthered our mission to promote Bay swimming, and their value to the community, and promised recognition of the SERC as a partner.

The first was on October 18, the SWIM ACROSS AMERICA (SAA). Jon Meyer and Bill James piloted two SERC zodiacs and reported that the swim was in rough water from the Golden Gate Bridge to Crissy Field, requiring many swimmers to be picked up and repositioned because they swam into the back eddy off Crissy Field. The day before the swim I visited their web site and searched for publicity about the swim. Unfortunately, the SERC wasn’t mentioned, and to my knowledge has not been acknowledged. The SAA web site offered a special Alcatraz swim day after the swim for people who raised \$5000. The next day, on October 19, I was at the club when Bob Roper met the swimmers in the day room, had a briefing, and basically launched the swim from our clubhouse. I met a couple of the swimmers, very nice guys form the east coast. I’m told the swimmers finished the swim at the club, used the showers and sauna too. There was no request for board approval of this activity in the club, which I only discovered was happening because I was at the club to help launch the zodiacs for our support of the YMCA swim. None of the SAA swimmers signed in as guests on the 19th.

The second was On October 19, the YMCA TREASURE ISLAND swim. Jon Meyer, Bill James and Bill Wygant piloted three SERC zodiacs. The swim was a big success. SERC

was not mentioned on the YMCA web site, but was acknowledged in the awards ceremony as a partner and supporter of the event.

Here are the numbers of swimmers in the events we supported:

Pathstar - 9;

SAA - approximately 100; and

YMCA - 240

The DC invited 25 SERC swimmers to join their Alcatraz club swim on October 18, 2008 (we had previously included Them in our over-50 GGB swim, and we had a joint SERC-DC Festival of the Sail swim race in June). One of our members who joined them said this about the swim:

The DC Alcatraz was fun and well run. I think 19 Southenders showed up. We signed in at the DC and cost was \$10. They probably had 50 or so swimmers. They hired two boats and the SE and DC mixed on the boats. It was fun to meet new people. It was a cold half hour wait for the jump on the cold and gray morning. And the water was pretty bumpy, some people were feeling motion sickness on the boats from the rocking. On the boat, I met Suzanne, the fast DC swimmer who always wins. Turns out she is not only very fast but very nice. A great swimming role model. I thought she was in her early 40s, but she told us she is 50. Incentive to keep swimming. The water felt great and it was rough swim the entire way across, with most people swallowing a bit of water when we breathed right. Although there were a lot of row boats, kayakers and zodiacs out there, it was so bumpy I didn't see anyone except Bill James in the zodiac piloting me. I didn't see any other swimmers until I got to the opening, and I sprinted in to chase them. The other swimmers were Suzanne, of course, and her fast 18 year old apprentice on his first Alcatraz swim. The DC served the unlikely but tasty combination of pancakes, fruit, hot dogs, and chicken legs. Odd but delicious. The names and times of each Southender and DC swimmer were read and applauded. The SERC was thanked for the use of their dock and being such great neighbors and friends. I'd like to see the SERC inviting the DC swimmers and pilots to join us on more of our swims.

By: Tom Paoli  
2008 Swim Commissioner  
2008 SERC Alcatraz Invitational Race Director

November 13, 2008

## **Treasurer's report**

- There are club credit cards being used for gas and other club expenses: who has possession of these cards?
- The cash position for the Club at October 31, 2008 is \$302,000 compared to \$225,000 for the same time last year.
- It is billing time once again at the South End Rowing Club. As previously approved by the board, we bill members December 15, and payment is due January 31.

In response to a desire to provide easier payment options for members finding it difficult to pay the entire membership fee at one time, I have investigated options available to us through Quick Books. Currently we provide an option to pay invoices in two installments. With a more automated system we can provide a more generous payment plan.

### **1. Purpose of Modifying billing and collection of member dues:**

- a. Provide members the option to pay dues quarterly (can be monthly as well, but I do not recommend this for cash flow reasons)
- b. Reduce office administration by automating bank deposits;
- c. Automatic updating members' accounts for payments made through credit cards

### **2. Detail of proposed program:**

- a. Invoices are processed through Quick Books (QB) as usual.
- b. Members can use a credit card to pay invoices sent them. SERC will be notified immediately of any payments received. All invoices can be enabled for online payment, whether sent via e-mail, fax, or standard mail.
  - I recommend that we mail all invoices the first year, soliciting preferences for future invoices; either mail or email.
- c. After members pay online, SERC can download the transactions into QuickBooks, which automatically updates the correct accounts.
- d. Members can view invoice information and pay online in the Customer Account Center, a Web site hosted by Intuit and branded with the SERC name.
- e. With the QuickBooks Mailing Service, we can send invoices to members via US Mail with just a few clicks – no printing, stuffing, or stamping. The cost for this is \$0.79 per invoice.
- f. The service facilitates our staying on top of overdue, e-mailed invoices by sending payment reminders via e-mail to some or all of members at once.

### **3. Cost Summary:**

- a. Per month fee           \$14.95
- b. Per mailed invoice    \$00.79
- c. Credit card fees        up to \$3.49 per \$100 of credit card payment
  - If 100% of members dues and fees are paid by credit card, the total charges from the credit card service providers could be as high as \$8,500 per year; for 2008, we paid \$1,700 in credit card fees

### **4. Proposal to Board:**

- a. Authorize using this service through Quick Books
- b. Authorize the option to pay dues quarterly
- c. Increase member dues by \$5.00 to cover credit card fees