

Executive Director Report

March 2009

Outreach:

- Tim Street, Jireh Sports and the Eastside Shepard Center will be attending a practice next week. He may be interested in hosting a rowing program at Jireh Sports.
- I will be traveling to Fort Wayne on Thursday to coach their high school start up program erg session and work with the coach. While they have a ways to go (need boats, etc), we are helping them lay the ground work for a rowing program at Concordia High School in Fort Wayne.
- March 14, Fitness Concepts and IRC are offering Learn to Row Day open to the community. 11-1pm.

Programming

- Summer Learn to Row Classes will be posted by the end of March, and will begin in May. We are getting some inquiries, and I am currently lining up instructors.
- The Referee Clinic brought in four interested IRC people for training. I also attended and found it extremely informative.
- Boathouse Cleanup, April 18th.

Risk management

- Implemented the pre-season safety meeting for the coaches last Friday. Per the USRowing guidelines all coaches need to attend such meeting 2x per year. Katie Lesko, Mikella Robinson, Whitney Meyer, Don Fouts, Emma Preuschl attended.
- Coaches have completed CPR.
- I suggest the Board's Risk Committee becomes responsible for overseeing the insurance/ liability coverage for our hosted events. While this could be a source of revenue, we need to be sure that our risk is covered.
- I have begun updating the boathouse to comply with USRowing's safety guidelines (postings, systems, etc).
- The board needs a safety committee to approve the safety guidelines for our members and to serve as an auditing/ advisory board for boating incidents and policies. This could be the risk management committee..
 - The safety committee would approve/ publish the IRC safety guidelines/ run launch driver training/ review minor safety incidents and make recommendations for the membership/ Board.
 - We should also have an emergency plan/ PR model in place in the event of a tragic accident.

Approval to establish safety committee?

Finance

- Our Old National Account is up and running. We are switching our merchant (credit card processing) to them as well, and Dave and I will be applying for an IRC credit card through Old National.
- We would like to have 5/3 closed out by the end of the March. Boosters will still be at 5/3.
- I recommend we use RJ PILE to complete our taxes this year. Josh Holden works for RJ Pile. As a client, we would be able to store our records with them. We would pay for tax preparation at their non-profit rate. (Last year we used HR Block).

Approval for switching to RJ Pile?

Masters

- 3 masters have renewed their memberships for 2009.
- In addition to the annual membership fee, rack members pay for rack space, and master's team members pay for coaching and programming. The fees are posted online for 2009.
- Membership fees stayed steady for 2009. All fees were raised \$5, with a \$5 discount for members registering online.

Approval on the new rack rental agreement?

Juniors

- 71 juniors have registered online for the spring season. They are currently practicing at Fitness Concepts, and will move to the boathouse March 16th. (82 competed this fall)
- Coaches have received safety training, CPR training and completed the background check.
- The online registration went well. It was bit more work for the families, but a lot less paperwork for IRC and the boosters.

Collegiate

- Butler reported they will only have a 4+ for spring.

Fund development/ Capital Campaign

- Bill O'Donnell, Dave Dryer and I met with the parks department this afternoon. They are very supportive of our growth and open to further discussion going forward. There are some building restrictions for our boathouse expansion. We can't exceed 50% of our footprint or 50% of the value of our current building as we are currently in the flood plain. They suggested a separate facility perhaps at the top of the drive. Any new building project in park must adhere to the 6F conversion, meaning we need to provide new park land to replace the land we take for a new building.

Sponsorships

- Schahet Hotels (Holiday Inn Express, Marriot Courtyard, Residence Inn, Hampton Inn @ 71/ 465) have agreed to rebate us \$5 from each room booked under IRC. Courtyard was already a Silver Sponsor, and this is in addition to that agreement.
- Thank you to Dan Richardson for contacting Angel Learning on our behalf, though they were not interested in a sponsorship at this time.
- I have invoiced SVSP for their 2009 sponsorship.

Equipment/ Facility

- The park has asked me for a description of Danny's tasks/ rowing course related duties and the time estimated to complete them.
- We have all the motors back, equipment looks good going into spring.

Events

- Our March 21 and 28/29 events will proceed as scheduled. I have obtained insurance certificates from the schools and checked the USRowing status. (Risk Management should do this)
- April 25th is the Indianapolis Collegiate Invite. IRC is organizing the race entries and has raised the entry fees.

Other

- Need conflict of interest policy on file for each Board Member.