

Indianapolis Rowing Center - Board of Director's Meeting Minutes - Wednesday, January 18, 2017

Meeting Minutes

Present: Willie Black, Ed Couch II, Mike Burroughs, Steven Kerr, Lisa Lee, John Murphy, Ryan Hurd, Doug Stemmler, Sue Iffert, Dan Hoyniak, Elizabeth Kryder-Reid

Not attending: Jim Barber, Marian Couch, Janet Klochko, Tracy Barta, Kathy Langdon, Kelli Sumner

There is a quorum.

Lisa explained the documents that were handed out and welcomed Dan Hoyniak, a member of the Executive Director (ED) search committee, to the meeting.

Minutes from December 29, 2016 minutes were approved, with 3 changes, which will be reflected in the final version on dropbox.

Financial Report, John Murphy

2017 budget was discussed. First line item for stipends and salary is for \$104,290. This may change according to the actual salary that is agreed upon by our new ED and which realignment is used. The goal is to keep salary under \$50,000.

Maintenance budget is based on last year's budget and will stay the same.

A revenue variable is based on whether we host Head of the Eagle.

John is comfortable with large and small budget numbers but mid-range budget expenses like launch repair, motors and course damage could affect the budget. These are items in the \$3-5k range.

Cash reserve does not reflect a 3-month time span.

John needs access to 4 Schwab accounts. He is more concerned about day to day operations versus the budget.

Liz asked if depreciation is a cash number and it is not.

ED Realignment, Mike Burroughs

Mike reviewed his realignment strategy for a future ED. It included 2 plans focusing on an Administrative ED or an Operational ED. Refer to ED Realignment document in dropbox.

Discussion items: daily cash management is biggest concern. Keep in mind that membership fluctuates depending on time of year. Volunteers are key to facilities maintenance and the model that was used in 2016 was successful and that is to have a specific list of maintenance jobs planned for and then assigned to the volunteers that come. Danny is also key to maintenance of the course. ED typically is in charge of Learn to Row and any camps.

ED responsibilities and day to day tasks should be documented in the future to ensure smoother transitions.

ED Search committee, Dan Hoyniak and various members

Search committee is looking for a person with a rowing background and a business side. This is hard to find because of our salary restraints. Possibly move more of the fund development to a board member responsibility. We all agreed that we need someone that knows the sport of rowing. We could also create a model that Jim Barber brought up in our last meeting to create an organization that is more committee driven. We all agreed that we need a candidate that is personable and can handle communication well with all types of groups: Big 10, master's, junior parents, coaching, etc. Doug also mentioned that we need someone that has managerial skill and can delegate.

It is time to update our strategic plan but we are holding off because we do not have an ED. We all agree that 2017 will be a status quo year. We will use this year to restart and to come up with a strategic plan for 2018 and beyond.

There was a motion to approve ED realignment plan that would include 1 full time and multiple part time staff. This motion passed.

There was a motion to approve 2017 budget, with possible amendments. This motion passed.

Lisa asked board members to review committee document and let her know which committees we would like to join. The Strategic partnership committee may have run its course.

Old Business: None

New Business: Review online cash internal controls.

Next Meeting scheduled for March 13th, 2017.

Meeting Adjourned