

## IRC Board Meeting Minutes, May 14, 2018

Attendees: Andrew Purdie, Marion Couch, Ed Couch, Liz Kryder-Reid, John Murphy, Janet Klochko, Doug Stemmler, Sue Iffert, John Baker, Lisa Lee (on phone), Jon Jessup

Not in attendance: Willie Black, Tracy Barta, Ryan Hurd

### Executive director report, Andrew Purdie

1. Insurance updated, membership is up, voided some past invoices, rack fees are almost all paid for this year, enrollment is up on classes, analysis of peer clubs costs is ongoing, including Chicago.
2. Marketing efforts include social and print media.
3. No expansion right now with outreach. Would like to do RowIndy but need funding.
4. Junior and Big 10 events went well. Andrew is going to Sarasota this week to see how they run this year's NCAA. Will update at next board meeting.
5. Andrew and Eric Johnson met with the Mayor and with Michael Browning.
6. Ongoing discussions about the Coffey Dam. It is multiple levels and currently the park manager is against using Park funds to shore up dam. Is it possible to have IU, the host school for NCAA's help influence these discussions?
7. Needed course maintenance on lanes 7 and 8. The cables are pieced together. Start platforms need replacing and windows in finish tower need repair. Can Eagle Creek Outfitter help with stopping debris around 56th street? John Baker will follow-up with Fred Glass, Athletic Director.
8. Andrew will put together a list of everything we need for Big 10's along with estimates. For example, for RowIndy, we need a truck to move 10 ergs.

9. Events, next year no Big 10 but we do have NCAA May 31-June 2. We will do some research on having food trucks at events. Sprints are June 23rd. We will leave 3 lanes in after this event. We will do cable inventory at that time.

Minutes from March 19th will be resent to board members to approve via electronic vote. Also a reminder to have the Board President and Executive Director invite a different coach per meeting to get their perspective.

### Financial Report, John Murphy

1. Cash balance \$60,019, \$5168 booster account and \$38,710 in checking.
2. We have paid off two boats and are currently in the black.
3. Ongoing work with inputting our financial data into QuickBooks, thanks to Janet and Doug. This effort will allow us to better track donations, especially restricted gifts such as toward scholarship and fleet endowments or dedicated to infrastructure and other expenses.
4. QuickBooks efforts will enable us to reduce number of accounts, keep track of both scholarships (Audrey Lupton and general) and possible do away with booster checking account.
5. QuickBooks project also uncovered that we have spent almost \$8,000 in bank fees, mostly transaction feeds but some penalties.
6. In process of negotiating with TeamSnap to lower those fees because we are a non-profit.
7. Doing research on Midwest club dues and comparing to IRC's to see if we need to keep fees the same or raise them in the future.
8. We need to have a system to make sure we have 100% participation by our board to annually contribute to IRC.
9. Looking into the steps it takes for masters and adults to signup for regattas, donate and pay dues through Wild Apricot. We all agree that it

needs to be more streamlined which would help with reporting for 990's.

### Governance, John Baker

1. Governance committee reviewed bylaws to see if the laws were current and if we are in compliance.
2. The resident agent (ED currently listed as Bernadette Teeley) needs to be updated. A question was raised about whether the most recent version of the by-laws is appropriately archived with the migration to Google Docs. We will try to find the more recent copy.
3. John posed a question why board members need to sit out a year if they have served 2 terms. A term is 3 years except for the booster/master representative and that is a 1-year term.
4. The past president is a non-voting member of the board and stays on for a year for continuity.
5. Director needs amounts more than \$2500 to be countersigned by a member of the executive committee. IRC currently has two credit cards: Manny has one as Boathouse Manager and Andrew has one as Executive Director.
6. Discussion around inviting coaches to attend board meetings to keep that connection. Question was raised whether that position should be as an ex-officio board member but consensus was that they should be invited as guests and use opportunity for discussion on relevant issues for the particular coach's role.
7. Question was raised about our Child Protection Policy? We should use US Rowing's policy. They also have a program called, safe sport that states that a 8:1 youth to adult ratio is recommended and that all employees and coaches should have background checks.

### General topics, All

1. Discussion around the design of the IRC website, whether it is current and how it can be improved. We all agreed that we need to set aside a budget

and hire someone to evaluate website and propose updates and the benefits that we would incur. It is most important for the Junior's program because that is where that demographic goes to for information. We would need this person to be able to craft correct messaging, content and ease of use. Currently, our face book page is connected to twitter.

2. A point was made that our website and social media are different. It was suggested that we create a task force to address this area. Andrew will budget for this for 2018 and take the lead on the website development.

3. We need to schedule an annual meeting. The end of winter season did not happen. Is it feasible to have it after the June 23rd regatta or before the Junior's fall season. We could have a cookout and discuss finances, thank everyone, talk about the future and kick off a new campaign.

4. Complete strategic plan. Doug will ask Tracy to pull it all together. So far, events committee and fund raising committee are finished with their plan.

New business: None

Motion to adjourn, adjourned.

Our next board meeting is July 9<sup>th</sup>, 2018.