



Narragansett Boat Club  
Board of Governors Meeting  
April 12, 2023 6:15 pm  
Hybrid

Board of Governors members present in person: Meaghan Delaney, Matt Eriksen, Jonathan Haisman, Q Kellogg, John Mulligan, Chanika Phornphutkul, Eric Watne, Kristi Wharton

Board of Governors members present via Zoom: Andrea Arena, John Ryan, Bradley Werntz

Board of Governors members absent: Susan Burgoyne, Pete Evans, Michael Hamilton

Other members present in person: Daniela Roop, Charlie Whitin

Other members present via Zoom: Virginia Hopkins

Meeting called to order at 6:32 pm by Kristi Wharton, President.

**Approval of March Minutes (Kristi Wharton):**

- Suggested changes from Eric W. and Jonathan H., both of whom had not had a chance to review before the meeting. Approval will wait until next meeting.
- Discussion of next meeting time and place. Next meeting will be at the boathouse at 7 pm.
- Discussion regarding improving distribution of agenda and meeting materials. Suggestion of google calendar invite to be sent to BoG with Zoom link and reminder re: meeting materials. Difficult to vote on things you haven't had a chance to read and digest.

**Secretary's Report (Q Kellogg):**

See attached Secretary's Report.

- There are four people proposed for membership (listed in the report). Q moves to accept, Meaghan seconds. All in favor.
- We still have about 50 people who haven't signed their waivers. There is some question about whether these people are in the logbook (they should not be). Q will ask Deb Chute about this.

**Captain's Report (Eric Watne):**

See attached Captain's Report.

- Discussion of hand-held radios.
  - Some members have been trying the system out to see how well it works. These include Chanika, Joan Martin, Dawn Nardone, Kyna Leski, Chris Faye, Erik Peterson. Joan Martin has created a "cheat sheet" for them to use. They are currently using channel 69. Discussion of channels: do we need a separate one for coaches? Figure out these details later.
  - It's been decided to provide all coaches with a radio. Chris Faye has installed a base at the boathouse. This initiative was kicked into action by a few recent incidents of youth in the water. All were handled appropriately, but it would have been advantageous for coaches to have a radio with them to contact other coaches for additional coverage.

- Review of Committee Charters. Doesn't need to be voted on; changes are the purview of the Committee chairs. For the Rowing Committee charter, Eric is amending to add that among the committee's responsibilities is the determination of sculler rating criteria and the rating of individual members. The Safety Committee is a sub-committee of the Rowing Committee. Jonathan feels that the charter of the Rowing Committee covers the Safety Committee.
  - As an aside Kristi is asking that John Mulligan put something together with his newly formed Communication Committee. He is finding overlap with other jurisdictions. They are almost ready to send out a newsletter. John's regatta reports have been sent out via Constant Contact (CC), but Deb C. no longer has access because she gave her credentials to Liz Bessel. Meaghan reports that we have a limited number of logins for CC and we don't have a handle on who has them right now. Daniela will give hers to Meaghan so she can distribute the newsletter.

#### **Safety Committee Report (Jonathan Haisman):**

See attached Safety Committee report.

- We need a policy for training coaches' CPR and First Aid and documenting that. Should be coordinating with the Programs Committee, who should be facilitating the process. Big issue is the same as that with waivers and the swim test: where does the information get stored? We need one database for all NBC requirements.
- Discussion of OneDrive vs. GoogleDrive
  - There has been concern that security on GoogleDrive is not good enough for personal info. No need for personal info to be on GoogleDrive.
  - Kristi has gotten onto OneDrive and copied all docs to which she has access in order to put them on GoogleDrive. GoogleDrive is easier for people to use and should be secure enough for our purposes, which is storing most club documents in one place where the BoG can find them.
  - One goal would be to ask BoG members to put their reports in one folder on the drive before meetings so no one has to actively collect them. Kristi will work on this.
  - Another goal would be to have all waivers in a folder, all swim tests in a folder, all background checks in a folder.
  - Bradley suggests putting a copy of the our entire OneDrive on GoogleDrive, and then move things around from there. Kristi will be in touch with Bradley to figure that out.
- Jonathan needs clarification on whether coaches are allowed to coach without this training. Kristi's view is to just get everyone up to speed. Then it will be part of our standard procedure. We have a lot of new coaches, so let's work to get the training done.

#### **Adult Programs Committee Report (Eric Watne):**

- Classes are full. We have two classes for Learn to Row and a beginning sculling class. Both meet twice a week. All the adult classes are going well.
- We have the Mark Wilson [All American Rowing] camp coming here next weekend. We have an Open House on 4/29.
- A few hiccups with signups that Eric has dealt with. Liz [registrar] has been great.

**Youth Programs Report (Kristi Wharton for John Ryan):**

See attached Youth Programs Committee report.

- Discussion of possible formal training for coaches (e.g., US Rowing certification)
  - Daniela: John and Michael have trained coaches on driving launches. As far as coaching skills, that is hard to assess when you're hiring on short notice. Very difficult to find coaches. Due to quite a few absences, we've had more coaches than we need, and this gives Daniela the opportunity to go out with them and point things out.
  - The US Rowing coach training is valuable. Level 1 is very basic, so you'd have to require at least Level 2. Levels 1 and 2 are online, Level 3 you'd need to be in person (at CRI).
  - The coaches we've hired all have a lot of rowing experience, so they all should know a few drills just from personal experience.
  - Eric: encouraging coaches to go out with Mark Wilson and Jim Dietz when they are here coaching.

**Governance Committee Report (Chanika Phornphutkul):**

See attached Governance Committee report.

- The committee met to review the charter and they agreed on what is written. Their challenge is they don't have six members. Have reached out to a couple of people. In the charter it says six, but not more than ten members. There are currently at least three (Chanika, Eric Goetz, and Matt E.) and they need more people for the work ahead, which includes looking at the Constitution (better to have more eyes). The BoG should be recommending people to Chanika to help her with this. Chanika says there are technically four members of the committee, though one was not able to make the recent meeting.

**Membership Committee Report (Kristi Wharton for Susan Burgoyne):**

See attached Membership Committee report.

**Communications Committee Report (John Mulligan):**

We heard from John earlier.

**Finance Committee (Pete Evans):**

No report.

**Facilities (Pete Evans):**

No report.

**Old Business:**

- Committee Charters: Kristi sent around the charters to all committee chairs. Part of the Membership Committee is communication with members. So Kristi will send John [chair of Communications Committee] the Membership Committee charter so he isn't starting from scratch. Can add anything new.

**New Business:**

- When Pete went to renew NBC's organizational membership with US Rowing he was faced with a number of statements to attest to NBC's compliance with SafeSport policies and procedures.
  - This relates the materials provided for this meeting – examples of other clubs' policy and procedure documents. These are identical in content, so clearly they got it from the same source. These cover a wide range of things, not just SafeSport, e.g., employment policies, etc.
  - Kristi is asking all board members to go through one of the docs (they're essentially the same) to see if there's anything we disagree with. We can then adapt this to apply to us. US Rowing has rejected our membership application for the moment. The MAAPP [Minor Athlete Abuse Prevention Policies] document from US Rowing pertains to important issues, so we need to be proactive.
- The NBC Spring Invitational is May 6. Discussion of who might attend. This is a test run with HereNow timing. Not using RegattaCentral for this because they will charge us for each participant. Just use a spreadsheet for this informal event.

**Remarks for the Good of the Club:**

None.

Meeting adjourned at 7:37 pm.

Respectfully submitted,  
Q Kellogg