



Narragansett Boat Club  
Board of Governors Meeting  
June 14, 2023 7:00 pm  
Hybrid

Board of Governors members present in person: Susan Burgoyne, Meaghan Delaney, Matt Eriksen, Pete Evans, Jonathan Haisman, Michael Hamilton, Q Kellogg, John Mulligan, John Ryan, Eric Watne, Bradley Werntz

Board of Governors members absent: Andrea Arena, Chanika Phornphutkul, Kristi Wharton

Other members present in person: Bob Hannon

Other members present via Zoom: Wes Kerns, Jim Lunig

Meeting called to order at 7:03 pm by Matt Eriksen, Vice President

**Approval of May Minutes (Matt Eriksen):**

No comments on May minutes. All in favor. No abstentions.

**Announcements (Matt Eriksen):**

- New hires: Greg Seiz begins this coming Thursday, Catherine Starr begins part-time in July. Greg will be coaching both youth and adults, and will be taking care of various maintenance tasks.
- Member directory is now part of the log book. You can opt out if you don't want your contact info shared with other members.
- Sweeps & Sculls Regatta is July 8. Will be using HereNow timing system for this regatta. The cost is approximately \$1500, and is based on the number of entrants. The permits for the regatta have been acquired. Coxswains meeting will be held the night before, on Zoom.
- Youth nationals results: 5 boats competing
  - Women's single: Maeve Keohane placed 13<sup>th</sup> and Minty Gaitskell placed 24<sup>th</sup> of 30 boats.
  - Women's double: Lindsey Williams and Maude Smith-Montross placed 13<sup>th</sup> of 29 boats.
  - Men's double: Ben Kerns and Cassin Edgar-Smith placed 16<sup>th</sup> of 30 boats.
  - Women's Quad U17: Bailey Scott, Gianna Viglotti, Elsa Panagos & Estelle Pivorunas placed 2<sup>nd</sup> of 25 boats.
- One of the boats was damaged at Youth Nationals, which brings up the question of who is responsible for the insurance deductible and arranging repair. We impose this on all members but we don't impose this on anyone in Programs (e.g., classes). Was this trip part of Programs? Discussion was around whether to impose the deductible and arranging for repair on Program members. Eric's recommendation: if you are at a regatta you should assume some responsibility for the equipment. Various comments: Club should support the youth who are racing; Coaches have some responsibility for the boats on the water; Rowers need to be aware of the fragility and expense of equipment (have some "skin in the game"); Is this inconsistent with other policies. What is the liability for youth rowers? Need to keep in mind that some of the kids'

families may not be able to afford the deductible. This is possibly a cost of the youth program as there is a different level of wear and tear. What equipment should they be able to take? How can we reduce the risk of damage? We don't have dedicated equipment for youth rowing.

- This leads to a broader discussion about use of resources. Issues with boats disappearing to regattas.
- No decision made today, but we need a policy.
- In this case the boat was a private boat on loan for this regatta. It is not clear how the damage occurred. Nobody witnessed, it was just noticed while the boat was on the trailer. In this case, it is between the owner of the boat and the rowers & coaches.
- Rental of the NBC boathouse
  - Dave Loftus handles the admin part of this (rental agreement).
  - Who is responsible for unlocking and locking the building? Who's responsible for cleaning? What committee does this fall under?
  - We need some structure so we can monetize the building better. Right now Brown pay \$450 to use the boathouse for regattas, and they provide security.
  - We charge \$150 or \$200 for barge rental with coach.
  - CRI has a price structure we can look at.
  - **Facilities report (Pete Evans)** is brought up here because there was a question of North Deck repair estimate, which Pete should have by tomorrow from Marshall (only contractor willing to work over water). This will include a lot of other work: replace exterior siding, windows, etc. using materials that will require less maintenance. The Atlantic Marine estimate will consider a 10 year look ahead.

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

See attached Secretary's report.

Pete moves to accept three new members; Michael seconds. All in favor; no abstentions.

#### **Treasurer/Finance Report (Pete Evans):**

See attached Treasurer's Report.

We will be pulling money out of T-Bills once the term is up and put it in the bank, where there are higher interest rates.

Aside: Question: Is boat depreciation included in Program expense? Ans: When program fees are calculated it's included in some way but not when Program expense is tallied.

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

- The Rowing Committee did not meet this month.
- We have a huge backlog of unchristened boats. We will christen a few of them this coming Friday. Discussion about how to christen these boats in a timely way.
- Keyless entry system: Have talked to 3 or 4 companies. One visited the boathouse. This company charges about \$9500 (including tax, which we wouldn't have to pay). Includes keyless entry to gate and front door and could have access through phone, a key fob, or a sticker you can stick on, for example, your phone. Would solve the problem of the many keys floating around in the hands of people who are no longer members. Better control of access. Can program it so doors are opened for classes and then locked again after; can deactivate people who are no longer

members or who haven't paid their dues. Fobs are associated with an identity. \$2000 for key fobs is included in the estimate. We will need to bring power to the gate, which is an added expense. This system would also allow us to let delivery people in remotely. Discussion of rule where you would have to log in after you enter.

- Eric moves to hire this company, Michael seconds. All in favor. No abstentions.

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

See attached Safety Committee report.

- Emergency Action Plan (EAP) is on hold so it can include a map. Will have a two part map that includes the harbor and all exit points. There are problems with Google Maps and GPS points, so this map is important.
- Committee will meet next week. Looking to add a flip test to sculler ratings.
- Coach training status:
  - How is it documented/tracked?
  - Training includes CPR, SafeSport, launch driving.
  - Discussion of posting this information publicly.
  - John Ryan says the registrar (Liz B.) has agreed to be the repository for that kind of information.
  - We are growing and need to develop a protocol for coach training and responsibilities.
  - C Starr will be working with youth coaches and wants to develop coach training, which should be helpful to the greater effort to codify this.

**Adult Rowing Committee (Eric Watne):**

- We're in the last week of the second session. Classes are popular and we're adding five classes. Emma Powers has left (was our boatman). Van is taking over that role.

**Youth Rowing Committee (John Ryan):**

- Nationals results listed above.

**Governance Committee:**

See attached Governance Committee Report. No discussion since Chair is absent.

**Membership Committee (Susan Burgoyne):**

- Committee will meet tomorrow night.
- Planning a new member breakfast for July.
- Still working on mentor program.
- Sunshine Committee is launched to communicate with members who are out of commission.

**Communications Committee (John Mulligan):** No report.

**Facilities Committee (Pete Evans):** See attached Facilities report. Already discussed.

**Regatta Committee:** Matt covered most of upcoming Sweeps & Sculls. Volunteers are needed.at

**Old Business:**

- Committee charters: Committee chairs will work on this.
- 185<sup>th</sup> Organizing Committee – use this anniversary to help with fundraising.

**New Business:**

- Who will be here for the July 12<sup>th</sup> meeting? Should we meet? No decision, but put it on your calendars for now. Usually don't meet in August.

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

- Pete suggests that we need a Coach Pay committee. We need to be more formal about it. Could be ad hoc. Will be Pete, Matt, Eric, maybe Kristi.
- Chloe Estelle (Bradley's wife) has sent Kristi a proposal re: website work, digital communication, etc. So it will be making its way back to the BoG.

Adjourned at 8:30 pm.

Respectfully submitted,  
Q Kellogg, Secretary

<b>Secretary's Report</b>			
<b>Membership as of June 11, 2023</b>			
<b>(Prepared by Membership Coordinator)</b>			
<b>Membership Category</b>	<b>6/5/2022</b>	<b>5/6/2023</b>	<b>6/11/2023</b>
	<b>(Last Year)</b>	<b>(Last Meeting )</b>	<b>(CURRENT YTD)</b>
Regular	127	117	118
Spouse	12	11	11
72+	23	23	23
U23	15	9	13
Life	10	10	10
NonResident	8	4	4
Clubhouse	1	0	0
<b>Total Members</b>	<b>196</b>	<b>174</b>	<b>179</b>
<b>Applicant Members to Vote on (included in numbers above)</b>			
<b>Type</b>	<b>Last_Name</b>	<b>First_Name</b>	<b>Comments</b>
U23	Deaibes	Elias	Has been rowing for 8 years and is a LW rower on Temple men's crew. Rowed for riverside in 2019 where I placed 5th in the hw pair at Canadian Henley; Vesper in 2021 & placed 4th in the lw double at us rowing nationals; Undine in 2022. Looking to continue rowing career in the single in the following months.
U23	Leary	Emma	Now rows at Cornell University. Coached at NBC last summer and rowed for NBC for 6 years and St. Mary Academy - Bayview for 4 years. Competent in both sweeping and sculling. Passed certification test in 2019.
U23	Hatcher	Simon	Junior at Brown on Team. On 2022 US Rowing U23 team where competed in 2x. Rowed at NBC last summer as guest rower for weveral (4) weeks. Rowing at NBC this summer until Brown starts up again.

**Notes:**

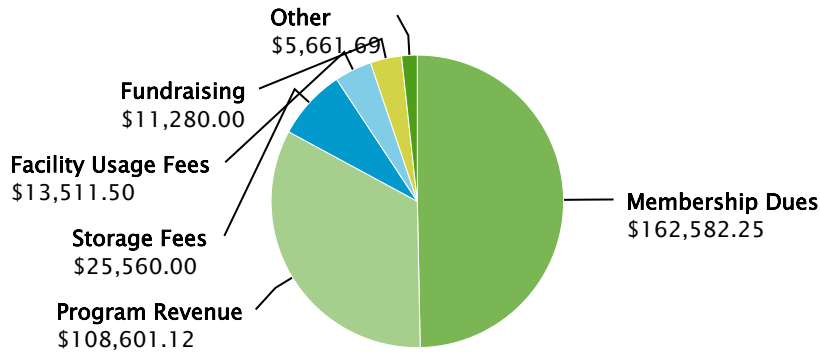
**All but 12 Paid/Life members have signed their waivers. Those 12 have had their access to the logbook removed. 2 are life members who have not rowed/been at the club since pre 2019. Many of the others are U23 rowers that have not yet returned from college. Recent experience is that the first time anyone tries to log in, we get an email and they quickly sign the waiver.**

Treasurer Report  
June 2023

Attached revenue and Expense Pie Charts

- Revenue continues to exceed expenses with good program returns. Path will change somewhat with the addition of the new full time coaching but anticipate positive cash flow to continue.
- Nearly all coaches are engaged with online reporting
- Need for a formal pay rate plan perhaps including a more formal evaluation process.
- Results of estimates generated by the activity of the facilities committee should be reviewed by a dormant finance committee.

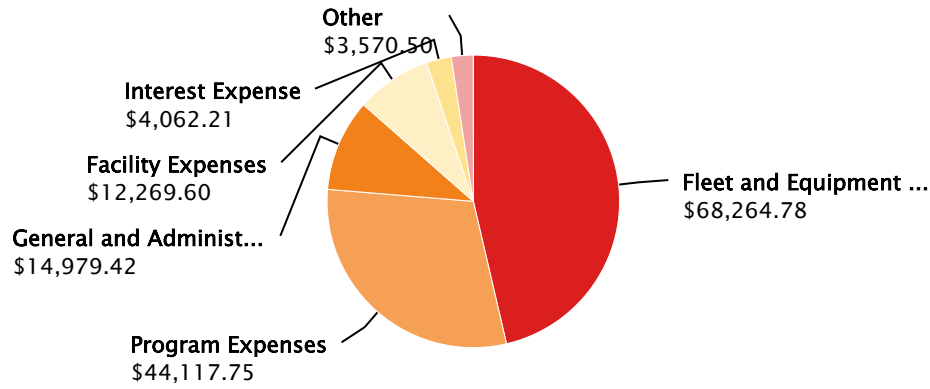
The Narragansett Boat Club  
Revenue By Category



%	Category	(\$)Amount
49.69%	Membership Dues	162,582.25
33.19%	Program Revenue	108,601.12
7.81%	Storage Fees	25,560.00
4.13%	Facility Usage Fees	13,511.50
3.45%	Fundraising	11,280.00
1.73%	Other	5,661.69

Wednesday, Jun 07, 2023 10:43:26 AM GMT-04:00 - Accrual Basis

The Narragansett Boat Club  
Expenditure By Category



%	Category	(\$)Amount
46.36%	Fleet and Equipment Expenses	68,264.78
29.96%	Program Expenses	44,117.75
10.17%	General and Administrative Expenses	14,979.42
8.33%	Facility Expenses	12,269.60
2.76%	Interest Expense	4,062.21
2.42%	Other	3,570.50

Wednesday, Jun 07, 2023 10:44:38 AM GMT-04:00 - Accrual Basis



Safety Committee Report  
June 2023

- EAP still delayed, waiting on map completion. Based on how useful the current map has been I think it's worth waiting for. Should be completed any day.
- Concern from members over the perceived lack of competence, experience, and training of some coaches. A coach was seen by Pete Evans backing a launch towards a flipped rower/shell. This is a potential safety issue. I have asked programs and registrar for an update on coaches training status/qualifications and whether this information is kept on file (per US Rowing safety audit) The fact that I have not had any response is of great concern and I'm seeking guidance from the BOG on what to do about this ?
- Ad hoc reports from members indicate that being aware of the water temperature is helping scullers make appropriate decisions on where and when to row.
- Next safety meeting in June to discuss the need for adding a flip test to sculler ratings test.

Jonathan Haisman  
Safety Committee

## Governance Committee Report

June 2023

Governance committee met on May 31 to continue our work on the constitution. Anne Fleet, Eva, Eric and myself joined the call. We worked on articles 3 and part of 4. We decided to meet a little more frequently (q3 weeks) so we can get through the work sooner.

Best,  
Chanika

Facilities Report  
June 2023

Atlantic Marine Construction has inspected the structure under the boathouse and will offer a 10 year plan as well as a budget for a potential lift of the building

Marshall construction has measured the exterior and will be proposing a plan to re-side the exterior and replace the windows. It will include options for removal of the chimney.

New PC's to be delivered next week allowing the transfer of the dock cam system.

Pete