

**WRRF MONTHLY MEETING  
MARCH 25, 2003  
Carnegie-Fulton Library**

**1. Roll Call/Introductions**

The meeting was called to order at 6:10 p.m. The following people were in attendance at the March 25, 2003 meeting of the Western Reserve Rowing Foundation:

Jackie Skotzke/JCU*	Cathy Petryshyn/WRR*
Tim Marcovy/WRR*	Dave Werner/St. Ignatius*
Dan DiAngelo/CSU*	Mark Silverstein/Vice President
Encie Seeper/Shaker	Peter Gozar/President
Jerry Hazelwood/Shaker*	Brenda Soukup/Secretary
Liz Pollard/WRR*	Jeff Jensen/Treasurer
Carol Wilson/WRR*	Vicci Simpkins
Gary DeRocco/CSRA*	Eric Schmidt/WRR*
Kelly Blazek	Andreas Sobisch/CSRA
Jim Mack/WRR*	Kevin Sixbey/BW*
Don Saer/BOD	Fraser Henson

**2. Minute Approval**

The minutes of the WRRF meeting of February 25, 2003 were approved with the addition of Jim Mack being in attendance at that meeting.

**3. Treasurer's Report – Jeff Jensen**

Jeff presented the approved 2003 budget based on the assessment of \$130.00 per rower.

- Revenues were based on last year's rowing numbers.
- Budget leaves us in the black at year-end with \$1,425.00.
- So far this year we have a loss of \$12,720.39.
- First half assessments for this year should be paid by May 1<sup>st</sup>.
- The minutes are to reflect congratulations to the Bow Ball Committee for returning a profit of \$5,120.58 and WRRF thereby being able to purchase an adaptive rowing shell.

**4. Audit – Vicci Simpkins**

Vicci combined all the various WRRF accounts and analyzed them. In doing so, she found \$5,000 that has been sitting idle in an account for years. Even with that "found" money, we basically broke even for the year due to the loss on the HOTC. She made several recommendations:

- We should develop a balance sheet so that we can see what our assets are. We have no accountability at present.
- We should match the 2003 budget with 2002 actuals to have legitimate estimates.
- We should identify “burden” by head count so that each person knows where his money is going.
- We need to include all of our donations (*i.e.*, water for the HOTC) as a dollar value.
- Procuring grant money will require audited books for the previous three years. We need asset sheets of what makes up the Foundation.

Peter suggested that Vicci and Jeff meet with each club treasurer or delegate to specify what information we need for the balance sheet and financial statement. We need to know the value of their boats and other inventory and revenue.

## 5. Boathouse Operations

- Don is asking for a contract and insurance. He would like to be held harmless if something at the boathouse breaks.
- Peter will look into liability insurance.
- Don is to give Tim a “scope of work” statement so that Tim can draw up a contract.

## 6. Safety & Equipment

- Don said the biggest current problem is lack of engines for the launches.
  - Kevin Sixbey detailed a list of his experiences with the lack of launches and the launches that he and others have taken out with the motor not working properly or not working at all.
  - **The following Motion was made and passed: Don Saer is to assign immediate priority to getting two motors operative or declaring them inoperative and Peter will appoint a committee to determine the number of motors we need to buy. A budget of \$3,100 is approved for these two motors and the committee will determine where the money will come from (*i.e.*, what needs to be cut to buy them).**
  - The Committee was appointed and consists of: Jeff Jensen; Don Saer; and Dan DiAngelo.
  - Don will turn the “boat board” into a “launch board” to better manage the launches we do have.
- Don said another issue right now are rowers going out on the water alone in less than 90° water/air temperature. In the past there was always an exception made for personal scullers. However, due to WRRF’s liability, **the following Motion was made and passed:**

**A revision will be made to the SOP at Section D3 to read:**

**Water/Air Temperature.** No shell can be rowed when the sum of water temperature and air temperature is less than 90°F unless the shell is accompanied by a launch or at least one rowed shell the same size or larger, as defined below (b).

- a. **Water temperature refers to the temperature of Lake Erie water in the Cleveland area, which is provided by National Oceanic and Atmospheric Administration (NOAA).**
  1. **NOAA reports are continuously broadcast on VHF channels 1, 2, and 3, and are also reported in weather pages of local newspapers and on the internet.**
  2. **The sum of water and air temperature means that 50-degree F water requires at least 40-degree F air temperature, 40-degree F water requires 50-degree F air temperature, and so on.**
- b. **An accompanying shell must be either the same size or larger than the shell in question. If there is a pair of shells, they must be the same size. If there are more than two shells, the two largest shells must be the same size.**
- c. **Accompanying vessels, whether launches or shells, must stay close to one another to maintain audible and visible contact.**

## **7. Grant Writing**

- Mark is meeting next week with Kevin Cronin who wants to help us get money through grants. He is not charging us at this time.

## **8. Code of Regulations**

- Proposed changes to the Code are filtering back. Doug still has to finalize and we will hopefully be able to vote on it in April.
- Doug is also working on a transition plan which would most likely establish a 90-day transition period for the clubs to appoint their delegates and for an executive committee to be established.

## **9. New Business**

- Carol Wilson is coordinating a christening ceremony for the two new shells that WRRRA bought and which will be named after two New York City firemen that were lost on September 11<sup>th</sup>. The ceremony will be held at the Engine 21 Firehouse on Carter Road and will also honor the Firehouse for their rescue of our boathouse and shells from the fire in Morgan Linen last summer.
- The Dragon Boat Race will be held June 28 & 29. The boats will be coming in from Canada. Mark estimates approximately \$100,000 in profits from this race. Develop your questions regarding this for the next meeting.

Since we ran out of time to complete the agenda a **Motion was passed to hold another meeting on April 9, 2003 at 6:00 p.m. to finish the agenda.** The Carnegie-Fulton Library is booked for that evening, so Peter will e-mail us as to where the meeting will be held.

**10. Adjournment**

The meeting was adjourned at 7:50 p.m.

Respectfully submitted,  
Brenda L. Soukup  
WRRF Secretary