



The Seattle Canoe and Kayak Club

Board Meeting Minutes – March 19, 2024 7:00 pm

Online

Attendees: Liz Graf-Brennen (LG), Justine Barton (JB), Steve Wort (SW), Jason Coffman (JC), Gerrie Hashisaki (GH), Becky Bronstein (BB), Karla Ogle (KO), Eli Holmes (EH), John Cross-Whiter (JCW), Julie Roberts (JR), Tracy Landboe (TL)

Absent: Tami Oki (TO)

AGENDA

1. Review Agenda, Steve – 7:00 – 7:05 pm
2. Minutes – 7:05 – 7:10 pm January minutes – reviewed and approved. No February meeting – no meeting minutes to discuss
3. Live Agenda, Committee Chairs – 7:10 – 7:50 pm
 - a. Finance, Gerrie

John: Wants to ensure we track the \$15K anonymous donation... has been suggested for new equipment once see how cash flow goes with new boathouse.

Gerrie: Many errors were made in 2023 which Gerrie continues to identify and track with Tami and Jason. E.g., \$8K discrepancy in new equipment (November) – corrected in December. Still need to look into Regatta PAR fees. Revenues page – some items marked as PAR fees but the totals are taken out quarterly. Large PAR fees taken out at the end of the year. Causes may be coding errors, PAR fees miscalculations, ARC fees applied to wrong items – TO and GH continue to track down. More to follow.

Previously we discussed that insurance fees increased significantly from 2022 to 2023 for Mt. Baker due to location on Lk Washington, but SCKC fees changed as well. Expected \$4900 but had \$7000 premium instead. One policy covers all three councils at the small craft centers.

Insurance – what does our insurance actually cover? SW suggested we ask Sebastian to explain our coverages at a future meeting. There was a previous meeting (Pres and Treas) with brokers about difficulties getting coverage. Equipment? Employees?

ACTION ITEM: Jason will look at his records on insurance coverage from the brokers meeting, and share at next meeting.

92K revenues 2022

100K revenues 2023

\$39,622 balance as of January

Some fees went up, fundraising expenses went up (probably due to changes in coding, i.e., regattas are now coded as fundraising). Fiscal sponsorship agreement (FSA) – Jason created better specificity in revenues. Fundraising has only 3% ARC fees.

b. Fund Raising, All

Course set up and take down March 10th and 17th. ACA races associated with Ted Houk may be a fund raiser. Negotiations re. timing, etc. ongoing by TO.

c. Sprint, Karla

Kids back on the water – 8 kids on a regular basis. Race for the Cookies on March 30th – first opening event. Gig Harbor in April. Slawko in May.

d. Regatta, John

First set up and take down of the year this past week. Set up had good crew and went well – complements on the racecourse. One line broke during set up tensioning -- Lane 0 tightening to anchor on the south end and went slack. Broke between 1000 and 1250 m. where the rope meets the steel cable.

During takedown discolored buoys were pulled and counted. 64 yellow, 15 orange, 12 green, 1 red (? whether this is actually an orange) need to be replaced.

ACTION ITEM: Buy new buoys as listed above.

Discussion about racecourse maintenance meeting – including TO, JCW and SW

ACTION ITEM: JCW to plan and hold meeting, come up with draft maintenance plan/schedule.

JB asked about documenting racecourse set up and take down.

ACTION ITEM: JB to set up a racecourse set up and take down documentation planning meeting: LG, BB, JR, JB, JCW, SW

e. Boat House, Eli

Eli emailed coaches for recs for Junior and Development programs.

ACTION ITEM: JB follow up on paddle parts.

f. Sprint Coaches Association report – Eli

Nothing to report because missed last meeting. Trials happening.

g. Membership / Adult, Liz

Liz asking for job descriptions for officers. **ACTION ITEM: Track down Board job descriptions.**

Karla reached out to new parents about being on the Board. Gretchen will join us for a meeting when she can.

Adult membership includes all adult classes, but members are asked to register for classes. Should show up as “no charge”. This is to cover liability.

Several people at Feb orientation, one person this month.

h. Communications / Website / Newsletter, TBD

Website problem (EH) – you can see website but cannot edit or make changes. TO has contacted Steve Small who set it up – SS thinks an upgrade occurred and there is now an incompatibility. He does not have time to work on it now. SS (via email 2/21) said Blue Host web hosting. TO may contact Blue Host, depending on time.

Each Council set up their own site... so no consistency among councils. No volunteer to take this on besides TO. Mt. Baker also needs to update their website.

ACTION ITEM: Continue to work through SS to contact Blue Host and see if a fix is possible. Hoping he will be freed up soon, contact again in a couple of weeks.

i. New Boathouse – All

Based on an email from SW (dated 2/24/24), Board voted via email in Feb and March to approve \$10K for boathouse roof repairs.

JC – Ribbon cutting planned for Sat, April 13th 10 am – noon. A lot needs to happen before then and will still have an extensive punch list. Restrooms, water side of the work site, and new docks were opened for rowing regatta last weekend. Restrooms broke during regatta – fixed today. Critical path now is the steelwork around the 2nd floor balcony. Electrical critical path has been resolved. SCKC new racks stored in Aqua Theater. Old racks will be dismantled – no one wants so will salvage. Rowing racks have already been installed. Uncertain timing on when we will need volunteers to set up our racks (under guidance of manufacturer?) and prep our new location. Late April through May for installation... hopefully...

ACTION ITEM: Post-meeting Liz asked question about oversight by manufacturer & whether anyone observed the rowers' rack installation – Jason or Tami please clarify who/how rack installation will occur for canoe/kayak.

4. Green Lake Small Craft Center Report, Tami – 7:50-8:00 pm

Parks has decided that the Eights Dock should not be used – will be removed. There is a resurfaced dock for SCKC.

5. Other business – 8:00 - 8:05 pm

Liz – Old Shellhouse Family -- canoe family participating in canoe journey from UW, borrowing a canoe and making their own paddles. She and TO will share information incl video link.

Gerrie – Small craft center meeting next week for three boating programs, focus on DEI
Becky – happy to help with documenting racecourse set up and take down

6. Adjourn 8:36 pm

These minutes prepared by Justine Barton and Tracy Landboe.

The mission of the Seattle Canoe and Kayak Club is to promote competitive and recreational canoeing and kayaking, by providing coaching and training in a fun, safe, and supportive environment to develop the sport and encourage sportsmanship, integrity, and community.