

The Seattle Canoe and Kayak Club

Draft Board Meeting Minutes October 15th, 2024, 7:00 pm

In person at Small Craft center meeting room

Attendance: Steve Wort, (SW) Jason Coffman, online (JC) Tracy Landboe, (TL), Karla Ogle, (KO) Julie J Roberts, online (JR) Liz Graff-Brennen, (LG), Tami Oki (TO) Becky Bronstein, online (BB) John Cross-Whiter and Justine Barton.

Absent members - Gerrie Hashisaki (GH). Guest member Eli Holmes.

1. Review Agenda, Steve – 7:00 – 7:05

2. Minutes – The September minutes were reviewed and accepted. 7:05 – 7:10

3. Discussion on financial errors JB asked if a monthly process can be considered to attempt to review the entries to minimize the mistakes every month. Current situation of constant errors and delays in getting the numbers. JC told the board he does not think this is an ARC problem overall it is mostly staff errors. Board members spoke to lack of confidence these errors bring in trusting the financials and the difficulty it raises in finding volunteers to take on the Finance oversight.

4. Live Agenda, Committee Chairs – 7:10 – 7:50

a. Finance, Gerrie- *absent emailed report summary as follows:*

August's reports come with a lot of caveats: As Tami reported, the June, July, and August Youth Revenues include \$20,146.90 from Rowing's Adventure Camp. I don't think this was corrected in the August Financials and so a corrected Total Fund Balance would be closer to \$106,655-\$20,146.90=\$86,608, not corrected for ARC fees. This is still ahead of Budget, but obviously by not as much. My focus in June was on ARC fees and I missed that it looks like the Ted Houk fees went into Regatta instead of Fund Raising, which are charged different ARC fees. In July the Registration Fee expense of \$6460 was out of line with previous years expenses (TO and JC will investigate). The \$6000 Boathouse buildout monies are not yet transferred in these Financials.

Looking at 2023, our Total Expenses were \$105,611. Our required reserves are 3 months of the Total, which would on average be \$26,403. Let's say \$30,000 to be on the safe side. In general, we have been well over that, even in the lean months. Recent expenses, which do not show up in the August Financials, are:

\$4000 -- doors and framing (I do not have an invoice for this, only a comment in the July minutes)

\$5034 -- a Zastera Mini, Zastera Easy Master 90, 2 youth paddles, 1 adult paddle

\$1800 -- a Nelo Cinco

\$1000 -- the trailer floorboard replacement

\$4800 -- boat hauling to Nationals (paid in July, but not showing in expenses)

Total \$16,634

Future expenses:

\$10,000 -- Truck Fund

\$7500 -- General Insurance \$????

Finish boathouse (we do have \$6000 coming to us)
Total \$17,500-\$???
All Expenses, plus Reserve, about \$65,000 - \$????

This leaves us with about \$20,000 extra at the end of the year and brings us to the Budget for next year, which Jason anticipates has a \$14,257 shortfall, as the 10% fee increases on all classes, except Adult Membership, do not cover the wage, insurance, and maintenance increases of the past couple of years and next. We have been using our fundraising to make up the difference and so we should probably hold the \$20,000 in reserve until we know better what the boathouse expenses will be, i.e. not spend the \$11,000 that we had budgeted for new boats.

b. Fund Raising report, Tami Frost bite camp will be 2 days followed by the Eric Hughes race dates are November 9th, 10th and 11th. Pathway of lights this year with our hot Coa Coa table will be on the second Saturday in December the 14th. The racecourse set up will be on October 27th with take down November 3rd.

c. Sprint, Karla –

We have a solid turnout most days during the week. The Cascade distance race is 10/26 followed by the frost bite camp and Eric Hughes regatta. Karla and Briana came up with a list of Patagonia clothing available for purchase both for masters and sprint team youth. Duffle bags jackets t-shirts hoodies and deck coats. All gear will have the logo with a notice going out to club members soon.

d. Regatta, John- A small discussion was had about when we can move racecourse gear into the aquatheatre. We need to set up a finalized list for course materials and costs for budgeting. What is the increased fee for set up and take down we will charge going forward. A date needs to be set for a meeting. **Action item- Meet before the 27th SW, TO and JCW. Coordinate set up for the Eric Hughes distance race the day before on the 10th of November.**

e. Boat House, Eli- Report by TO The boathouse is full with all of the boats. Andee is working on placement and the final design for changing rooms will soon be decided. The boat racks will be labelled for organization. The Sorenson will be moving out of the boathouse soon which will free up more space. Eli reported the masters are happy having all the masters' boats in one location. There is some difficulty getting the boats down from the high racks. **Action item- TO can get 2 step ladders and will investigate getting them for this problem.**

f. Sprint Coaches Association report – Eli reported now is the time for coaches to make recommendations on the proposed rule changes etc. Eli will give input to some of the rule changes.

g. Membership / Adult, Liz- One new person is planning on completion of orientation.

h. Communications / Web site / Newsletter, TBD Eli has added the dates for the Frostbite with the dates. EH and TO will be meeting soon and more updates will be added soon.

5. Green Lake Small Craft Center Report, Tami – We now have the permanent certificate of occupancy. Still working on punch list items. Next up getting things organized so we can finish the SCKC boathouse and complete moving equipment from Magnussen. JB asked about the old dock. The carpenters took a look at it and are trying to figure out how to remove it without making a big mess of Styrofoam. **Action item: TO will look into it to see what is the latest 7:50-8:00**

6. Other business – 7:58

7. SW went around the room no other business.

8. Adjourn 7:58

