



ARC Board Meeting
Minutes
Thursday, Nov 16, 2023
7PM

1. **CALL TO ORDER**

Jeff Barnett, President, at 7:03PM

Executive Board Members Attending: Jeff Barnett – President;
Bleu Owens –VP/Program Operations; Kristen Fowks – VP/Physical Operations; Mukesh Arora – Treasurer; Alice Kerber – Secretary

Committee Chairs Attending: Jason Beagle – Community Outreach;
Debbie Brock –Development; Jenny Cater –Hooch; Bryce Chung –Past President;
Douglas Duerr – Legal; Danielle Evangelista – Membership;
Ben Hall – Equipment; Mark Ribbens – Strategic Planning; Sarah Ribbens – Risk Manager

Club Leadership Attending:
Emily Maxwell – Club Manager; Chris Zurawski – Health; Clayton Whitfield – Investments; Jenn Wood – Social

Proxy Designations:

*Jeff Barnett for Clayton Whitfield, Bryce Chung
Jason Beagle for Debbie Brock*

Minutes of Previous Board Meeting by Alice Kerber

Presentation: ARC Board Meeting Minutes – Final from October 18, 2023

Motion to approve by Douglas Duerr, seconded by Ben Hall, all in favor, no abstentions.
Minutes approved as written.

Treasurer's Report, submitted by Mukesh Arora, ARC Treasurer

Investments: Clayton Whitfield-*Jeff Barnett is collaborating with Clayton on investments*

Status of tax returns: *All paperwork submitted to tax attorney. Due date for filing was November 15. Received invoice for tax attorney fees. Mukesh Arora will verify tax filings prior to paying invoice.*

Account Balances

Adaptive checking: \$8,220.26

Checking: \$20,748

Savings: \$70,353.70

Total Vanguard assets: \$90,514

Budget V Actual Accounting: \$30K expense

- *Increased insurance costs*
- *Increased coaching costs*
- *Increased transportation expenses*
- *Membership stayed stable*

Mukesh Arora will send details to Board & asks that all members advise of any expected distributions due before 12/31/23.

Club Manager Report November 2023

Emily Maxwell received scholarship to attend women's Coaching conference in Boston from FOTH 11/30- 12/2. Full report upcoming

President

BUDGET 2024

How can the Board make more accurate projections for 2024 Budget? Send ideas about individual areas & functions (current, new, updated needs) to Jeff Barnett in preparation for December 11 Board meeting.

Planning – *no update at this time*

Adaptive/LTR/Community Coordinator/Development Update

- **Adaptive:** *12 competitors/2 classifiers at the HOOCH; brisk activity at the Para Rowing tent*
 - *Replacing Magnolia: boats up to new standards by Spring 2024*
 - *Final 2023 PRRC event 11/17/23: Champions Place continues through Winter*
 - *Jason will be coaching at para event at Lake Placid*
- **Giving Tuesday 11/28/23:** *Requesting funds to cover coaching for Champions Place: \$10K goal. Jason Beagle will report back to board with details & possibility of using GoFundMe account for this initial fundraising.*
- **Website landing page and e-commerce donation set up** – *Discussion of feasibility of in-club resources versus e-commerce option. Plan to investigate SE options and costs. Jeff Barnett will reach out to potential in club support. Ben Hall can assist with guidance re: ecommerce interface.*
- **Grants** – *Jason and Jill Binkley collaborating on grant writing to support para and veterans rowing programs, other programs and operations, including the future boathouse*
- **Bookkeeper to support 501c3 financial documentation** – *Several candidates have been interviewed. This position is critical to allowing the development team to shift focus from infrastructure to fundraising and development for 2024.*
- **Development Committee Membership:** *Debbie Brock & Jill Binkley co-chair the Development Committee and are planning to expand the group.*

First VP

Membership: *closed for 2023. Developing updated waivers for 2024 membership registration potential opening in February 2024.*

Second VP

Equipment/Facilities

Facilities/Equipment expenses and income for 2023: Ben Hall, Emily Maxwell & Kristen Fowks completing a systematic review & developing plan for Budget/fleet maintenance in 2024.

Secretary

Review of guest waivers in process

Open board positions 2024

Secretary position will be open. Encouraging Rec member participation to provide that perspective to the board.

Second VP open & Kristen Fowks is willing to run again.

- Nominations accepted starting December 1, 2023 (submit to elections@atlantarow.org)
- Election Buddy: 2023 members eligible to vote: Danielle Evangelists providing most updated list
- Election first two weeks of 2024; results announced at Banquet

Social

Combo Banquet / 50th Anniversary celebration:

Planning committee: Jenn Wood, Damon wood, Lubna Javaid, Teresa Wright, Emily Maxwell, Bryce Chung, Jeff Barnett, Alice Kerber

- **Venue:** Martins Landing Clubhouse on the river (Deb Parker is member & rental fee is considerably less than Roswell Adult Center)
- **Date:** January 20, 2024, Saturday
- **Avalon Catering** has been contacted
- Alice Kerber will send out **save the date** notices to original members per list from Teresa Wright & Bryce Chung. Notice will be communicated to current members via newsletter.
- **Awards in process: Estimated cost to be submitted to Mukesh Arora**
 - **Board to send nominations for sportsmanship and outstanding contributor** to Jenn Wood (social@atlantaro.org)
 - Coaches are submitting names for most improved rowers & calculations being made for most successful rowers
 - **Jeff Barnett will coordinate Presidents, founder & Hooch awards.**

Legal:

Status of Policy changes: Policies re: changes to guest waivers & safe sport will be implemented in 2024 with new Board

Risk Management: new boats have been added to insurance policy.

Health:

COVID cards on file have been destroyed

AED (in both UBH & LBH) have updated batteries & pads

HOOCH

Follow-up: successful event

Volunteer survey: complete volunteer survey with suggestions & ideas

Submit hours to Alice Kerber: HOOCH hours will be finalized and on DIBS profiles by December 15. Any and all members can reach out to Alice with questions or concerns.

Adjourned at 8:20PM by Jeff Barnett, President

Next Meeting: Monday, December 11, 2023

Upcoming Meetings

Tuesday, January 16, 2024