

## Racing Committee Recommendations

April 25, 2007 - final

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1. Committee purpose and charge
2. Definition of “club sponsored” regatta
3. Regatta selection considerations
4. Regatta financial commitments
5. Regatta planning commitments
6. Housing and transportation coordinator responsibilities

1) Committee purpose and charge

- a) To define “ARA sponsored regatta”
- b) To research potential Outside regattas and bring a recommendation to the board of directors
- c) To address concerns brought up through the 2006 coach’s survey regarding commitment deadlines (physical and financial) for Outside regattas, improved communication regarding financial obligations associated with Outside regattas, and generally provide greater organization for Outside regattas.

2) Definition of “club sponsored” regatta

- a) Coach duties: Coach may attend regatta. If coach attends, regatta participants split the cost of housing and transportation; room rates based on double occupancy. Details regarding hourly/flat fee rate to be determined in coach’s contract.
- b) Club equipment: *If feasible*, ARA allows equipment to be trailered to Outside regattas. Coach will not drive the trailer (takes too much time away from club members practicing in Anchorage); this does not apply to in-state regattas.
- c) Coxswain reimbursement policy: Regatta participants may elect to pay for all or part of coxswain housing and transportation. If coxswain is invited to attend club regatta (invitation determined by coach and/or coaching committee), financial reimbursement considerations to be determined at General Regatta Meeting.
- d) Team Manager duties: Team Manager time authorized including, but not limited to, coordination of paperwork, entry packet, assistance with regatta logistics, and coordination of deposits or financial commitments.
- e) Use of ARA credit card for deposits and reservations is authorized.

3) Regatta selection considerations

- a) Timeframe: regattas held in autumn optimize our season. Typically, we’ll aim for August sprint race and/or autumn head race.
- b) Club sponsored regattas:
  - i) All in-state regattas: Hidden Lake Sprints, Moose Nugget Regatta, Head of the Kenai
  - ii) One Junior team sprint regatta in August
  - iii) One Novice team sprint regatta in August

- iv) One Masters sprint race in August (typically)
  - v) One Masters head race in autumn
  - vi) Special note for Head of the Charles Regatta: HOCR will not be club sponsored – will be club sanctioned, allowing use of ARA name only. Use of name implies club discretion over participation in HOCR. Coach determines “priority boat” when applicable.
  - c) Competition level: To promote participation by ARA members, Committee will look for regattas that offer similar fields of competition. Goal is to build confidence, perform well, and medal.
  - d) Participation rate: To promote participation by ARA members, Committee will look for greatest “bang for the buck” consideration - including variety of races offered, multiple racing opportunities, length of regatta, etc.
- 4) Regatta financial commitments
- a) Outside regattas
    - i) \$300 non-refundable deposit due 6 weeks prior to Outside regatta. Deposit monies are earmarked for non-housing related expenses, such as seat fees, entry packet fees, coxing fees, and coach fees.
    - ii) Buy-outs allowed up to 3 weeks prior to Outside regatta. “Buy-out” defined as the sale of a reserved spot in a regatta crew to another rower. Buy-out contingent upon approval by coach.
    - iii) Late entries (defined as those received between 6 and 3 weeks prior to the Outside regatta) must petition coach for inclusion, and are subject to \$50 administrative fee (non-refundable) in addition to \$300 deposit.
    - iv) Forfeited deposits will be considered a tax-deductible donation to the ARA and are not earmarked.
    - v) Racing committee to evaluate petitions for refunds and make recommendation to the Board of Directors.
  - b) In state regattas
    - i) Fees for in state regattas due 2 weeks prior to event, and are non-refundable. Fee amount to be determined by event.
    - ii) Buy-out option not allowed.
    - iii) Late entries (defined as those received within 2 weeks of regatta) must petition coach for inclusion.
    - iv) Forfeited fees or deposits: as defined in Section 4a iv.
    - v) Refunds: as defined in Section 4a v.
- 5) Regatta planning commitments
- a) Minimum of two meetings to be organized for each Outside regatta: General Regatta Meeting and Mandatory Regatta Meeting. One Mandatory Regatta Meeting for in-state races.
    - i) General Regatta Meeting (Outside races):
      - Held 8 weeks prior to Outside regatta
      - Organized by Racing Committee and Coach; Committee and Coach attend

- Purpose is to outline obligations (financial and physical), to solicit housing, transportation, and team coordinators, and to define offset of coxswain expenses.
  - Discussion regarding trailering or renting boats, call for trailering volunteers
  - Housing, transportation, and team coordinators selected. Note: coordinators are volunteers and are not compensated by ARA.
  - Passport reminder if regatta is international (Canada included)
  - Open to anyone planning to or thinking of racing
- ii) Mandatory Regatta Meeting (Outside races)
- Held 6 weeks prior to Outside regatta
  - Organized by Racing Committee and Coach
  - \$300 deposit due at meeting
  - Coach presents preliminary racing plan, including practice obligations.
  - Estimated expenses for race participants presented, with illustration regarding how fees are calculated
  - Explanation regarding who pays for what (food, snacks, etc)
  - Uniform reminder and orders
  - Rower expectation discussion – all rower profile sheets need to be completed, including regatta/season goals
  - Presentation of housing and transportation options from housing and transportation coordinators
- iii) In State Mandatory Regatta Meeting
- Held 4 weeks prior to in state regatta
  - Organized by Racing Committee and Coach
  - Financial deposit required, which will be applied to regattas fee with balance due two weeks before regatta.
  - Coach presents preliminary racing plan, including practice obligations.
- 6) Housing, and transportation, and team coordinator responsibilities
- a) Housing coordinator
- i) Selected from group attending Outside regatta
  - ii) Researches and disseminates housing options for participants
  - iii) Works with Team Manager to arrange coach housing
- b) Transportation coordinator
- i) Selected from group attending Outside regatta
  - ii) Compiles arrival and departure information for participants, develops and disseminates contact list
  - iii) Coordinates vehicle rental for local ground transportation
- c) Team coordinator
- i) Coordinates shelter, if needed, at venue
  - ii) Coordinates water/food/energy supplies at races