

Anchorage Rowing Association

Board Meeting Minutes

[Tuesday, 12/17/24 @ 5:00PM AKST]

Location: [Zoom Meeting or in person at Ed's Office]

1. Call to Order

Meeting called to order at 5:05PM AKST by President Ed Hall

2. Roll Call

Present: Marietta "Ed" Hall, Kim Morris, Kate Gilling, Terry Carpenter, Quinn Surles, Sandra Rudd

Absent: Carma Reed, Sofie Chisholm

3. Approval of Agenda

Motion: Approve minutes from the previous meeting.

Made by: Kim Morris

Seconded by: Kate Gilling

Result: Approved unanimously.

4. Approval of Previous Minutes

Motion: Approve minutes from the previous meeting.

Made by: Terry Carpenter

Seconded by: Sandra Rudd

Result: Approved unanimously.

5. Treasurer's Report

Presented by: Kim Morris

Kim reviewed financial updates, including year-end numbers, income vs. budget, and cash flow.

Key Points:

- Classes performed under budget, but reduced coaching hours offset revenue gaps.
- Annual membership revenue exceeded projections.
- Overall: Ended the year with \$36,000 in total cash

Motion: Approve the Treasurer's Report as presented.

Made by: Kate Gilling

Seconded by: Terry Carpenter

Result: Approved unanimously.

6. Electric Launch Initiative

Presenter: Ed Hall

- Exploring a new lead of an electric motor and lithium battery system for launches.
- Rough estimated cost: \$5,000–\$9,500, with options for grant funding and additional expenses.

Action Item:

Confirm motor specifications and obtain refined quotes for approval by the next meeting.

7. Website Update

Presenter: Kate Gilling

- Website is very close to going live. Access to WordPress backend pending.
- Goal: Push the updated website live by early 2025, with further updates as needed post-launch.

Action Item:

More thorough walk-through of website for the board by next meeting.

8. Coach Search

Discussion:

- Job ad posted with applications directed to the new "coachsearch@anchoragerowing.com" email.
- Proposed automation for responses to streamline applicant communications.
- Interview committee includes Sandra, Quinn, and Robbie.

Action Item:

Review and update coach hiring criteria and questionnaire before January's meeting.

Terry to manage email and provide applicant updates at the next meeting.

9. Dock and Community Project Update

Presented by: Ed Hall

- Brief update on municipal plans to upgrade the Sand Lake waterfront and dock area by June 2026.
 - Discussion on managing rowing operations during construction.
 - ARA will assist/support safety signage for community and pilot awareness.
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Team Manager and Volunteer Coordination

Discussion:

- Explore a paid team manager role to better coordinate classes, events, and memberships.

- Plan to revisit volunteer expectations and roles at the next meeting.
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10. Action Items Recap

- Ed and Kim: first draft of 2025 budget prepared by next meeting.
 - Kate: Gain backend access to the website and review its readiness for live publication.
 - Ed: Finalize motor specifications and obtain quotes for the electric launch by the next meeting.
 - Terry: Monitor "coachsearch@anchoragerowing.com" and prepare applicant updates for January.
 - Kim: Send out coach and team manager job descriptions before next meeting.
 - Board Members: Review hiring criteria, job descriptions for coaches and team manager, and previous questionnaire before January's meeting.
 - Ed: Confirm details of dock project updates with the municipality by April.
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11. Adjournment

Motion: To adjourn the meeting.

Made by: Sandra Rudd

Seconded by: Terry Carpenter

Result: Approved unanimously.

Meeting adjourned at 6:08pm.