



**Board of Directors – Meeting Agenda**  
**Tuesday, August 22, 2023**                      **6:30 – 8:00 pm, RRC boathouse**

**Directors:**

Tony Ridnell, Masters representative [PRESENT]  
Emily Beaudin Sutfin, Independent officer [PRESENT]  
Larry McCann, Development Committee [PRESENT]  
Ben Dagang, Quartermaster  
Secretary Cameron Wong [PRESENT]  
Treasurer James Lothian [PRESENT]  
Vice Chair Rebecca Ossa [PRESENT]  
Chair Kent McCleary [PRESENT]

**Staff:** Rachel Wong [PRESENT]

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**Attendance:**

**6:30 MC call to order - Kent**

1. Zoom Etiquette: Please keep your mic muted until your turn to speak. When you want to speak, raise your hand on screen or the button so I can get you in, tangential comments in chat, and as always, remember we're here to improve our programs and sustain them for the long term.
2. Secretary Cameron reads our mission statement.
3. Chair's report - EOTD: great positive feedback from guests. Lots from people who weren't connected with rowing, just the general community. Attendance and income met our goals, along w/ lightening Rachel's workload

**6:35 p.m. Meet LTR**

**6:45 p.m.** Youth Captains new and old Izzy Teal, Amina Malkin; Ellie Anderson, Jackson Slack.

- Izzy: team has gotten closer over summer, sweeping more over summer - mixed reviews of pairs, trying new things was big over summer (1xs, pairs), race day Fridays were fun and enjoyable and gave consistency in the week, Camp Lucy's longer hours helps build a foundation for kids, helps current RRC rowers leadership skills
- Amina: gone for part of summer, but came back to new people who seem to love rowing, new workouts/routines that athletes like, Camp Lucy has been going well, getting to know the girls and their personalities, multiple girls have expressed desire to continue rowing
- Jackson: trying new things (1x and pairs) went well, having times to work towards/build off of from race Fridays was good, mixing new and exp people in 4xs helps build technique and get to know each other
- Ellie: people who joined in summer got integrated well into the team culture, establishing traffic pattern over summer was great for safety and learning, doing workouts all together helps build community
- Rachel: Camp Lucy funded by GPRF, would cost us ~\$10k to fully run ourselves, good for community outreach

**6:55 Old Business - Kent**

- A. July Notes approval - BOD will review and approve in Sept.
- B. Directors + Committee Chair job descriptions – review and approve
  - a. all review [Rebecca's draft](#) and approve by 9/6

*Renton Rowing Center encourages people of all ages, abilities, and backgrounds to discover community on and off the water.*





- b. nominating committee will meet after 9/6 to talk about recruitment, job roles, and onboarding process for directors (Cameron will send out times)
- C. New Directors candidates
  - a. Kent will invite Fin and Kristin Fox to next BOD meeting

### **RRC Operations - 7:00**

- A. Finance report - James Lothian, Treasurer
  - a. got second cash infusion of \$37,500 from GPRF
  - b. most of EOTD money will come in August report
  - c. we should set up a cash reserve, goal is half of annual revenue (~\$150k), we have ~\$70k in savings right now
  - d. motion to create a \$50k cash reserve for this year as line item on balance sheet
    - i. Cameron motion, Tony 2nd, all approve
- B. [Operations report](#) - Rachel Wong, Executive Director Report
  - a. added 5 more spots to HS roster for fall, 21 currently signed up
  - b. Rachel going back and forth with WAM Dragonboat club, will have BOD review when ready, plan to host an open house with their club
  - c. Improving rentals visibility for next year (Renton River days promo, flyers)

### **Bo'D Sub-Committee Reports - 7:30**

- Budget/Finance: James
- Nominating Sub Committee - Rebecca
  - works with a committee with very defined roles; new members learn time, requirements roles responsibilities expectations clearly spelled out; want to join, online form; we hand them something advertise on website
  - Chair – duties; Vice-chair duties, Sub-committee chair duties
  - Tony – call for nominations, fair, and open,
  - Rachel – professionalism
  - Director nomination: GPRF process (Develop Director job descriptions, Recruit, Interviews, invites to meeting, presents nomination)
  - Directors code of conduct
- Executive Committee: Kent
- Evening on the Docks July 29: Tony
  - great people do great things! Great leadership and execution throughout
  - Day of, Matt, Kent, Rachel, and others knocked it out of the park
  - youth involvement was great
  - Tony willing to chair again next year
  - Rachel: 180 seems to be nearing our capacity, how to get more \$\$ (bigger donors, another fundraiser, raising ticket prices)
  - Kent: Good organization with anticipation; effective committee; leveraging what we have (question about hosting off-site); community atmosphere
  - Keep: Event, date, Committee
  - Change: designated Rachel assistant week of reduce Rachel's work
  - Next year: Challenge members to introduce yourselves to anyone you don't recognize (super mingle) Don't let anyone sit alone
  - Program manager/MC send out clear timeline + sequence to all
  - MC – I didn't know prep plan, but Vols were asking me for next steps; I need to take a bigger part of that; Bigger effort for winter fundraiser/social
  - Consider: How many people bought tickets (71 tickets = 175 seats per Classy) – how can we expand the number of buyers/donors?

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- Youth Rowing: (see Executive Committee)
- Masters Rowing
  - hoping for better trivia turnout!
  - Start planning for Halloween row (Oct. 21st)
- RRC race committee: Tony, Ben
- Diversity, Equity & Inclusion (DEI): Kent - will pursue in Sept, once youth get going
- Equipment/Maintenance: Ben D will report by email later
- Safety: Kent - pool 1x training: half of attendance were from other clubs (Sammamish, GPRF, Pocock, Tacoma, Corvallis, etc.)
- Fundraising/Development: Larry + Cameron
  - Dock phase II: Rachel sent Cailin updated drawings
  - Giving Tuesday in Nov. coming up, will meet to start planning that
- City/Community Relationship: Tony
  - Potentially join the Renton Chamber of Commerce
  - set up a meeting with Steve Wong w/ Rachel/Tony about benefits
  - ~\$200/year
- Youth Scholarship committee: Kent, Cameron, Tony

**Next meeting:** 9/26/23

**8:00 Adjournment**

**Next MC Meeting:** 6:30 p.m. Tuesday, September 26, 2023