

**Outrigger Santa Cruz Board of Directors  
Meeting MINUTES  
March 10, 2019**

**CALL TO ORDER:**

In attendance: Tai Boutell, Phil Crowley, Kim Chamlin, Jean Bathke, Gayle Bensusan, Phil Lewis, Dena Levey, Matt Love, Pam Myers, Theresa Mulder, Dave Waynar, Bob Ciotti, Kay Miyamoto, Leslie Eurs, Jackson Rahn

**Motion to approve January minutes. Motion is approved.**

1. Kudos – 1 from each BOD member (5 min)

To everyone that has bailed canoes; to those that showed up & helped Sunday morning; to Duane for continuing maintenance of canoes; Theresa for all the work put into the Treasurer report; Duane for videoing steering forum & Ruthie for use of her pool for Women Racer cold water training; Leslie for helping to get all the paddlers on the water on Saturday; to all for staying in shape off the water during the rainy days; Dave W. for Saturday's workout; to Women Racer coaches; to Jeannie for volunteer spreadsheet; to all board members for their work; to Ruthie for last minute steering of Rec paddle.

Short discussion about Rec Paddle organization. Pam will connect with Lynn to discuss.

2. Treasure's Report – Theresa (10 min)

Little activity since the start of the year. So far \$5,000 in membership dues; many more payments received yesterday. Almost no changes since last month.

Profit & Loss report shows both this year and a comparison to last year. Any raffle cost will be shown separately from other fundraising. Expenses as compared to this time last year is very similar.

Website shows that OSC is no longer under corporate suspension. Previously approved as a "social club" (club that benefits the group only) and now the application for reviver stated we are a "charitable organization" (organization that also benefits the public). Phil drafted a letter with input from CPA & Tai added language describing that OSC is absolutely without a doubt a charitable organization. Taxes due March 15<sup>th</sup> and have filed an extension through Sept 15<sup>th</sup>.

**Motion to approve Treasurer report. Motion is approved.**

3. Volunteer Coordinator update – Jeannie (5 min)

Able to demonstrate 910 hours for 2018. BOD hours and coaching hours are not included. Current document is a draft and a work-in-progress and is evolving as the year progresses. Jeannie will follow up with folks to obtain volunteer hours as events and announcements are shared. All should be sending hours to Jeannie if there isn't a sign-up to reference.

Discussion followed about possibly having working membership dues vs non-working membership dues whereas those that are non-working pay more to participate in the club.

4. Equipment update – Tai from Duane (5 min)

There is a new key fob to access the bathroom. Keys are no longer used. Refer to Duane's equipment sheet for equipment ticket updates. (See attached.)

5. NCOCA Race and Safety Meeting – Gayle and Tai (10 min)

For sprint regatta registration, all paddlers must bring IDs to reg table; for long distance, one paddler can register their crew. For pfds, NCOCA recommend replacing 10% every year. Cold water survival training is recommended. CPR training for coaches is required starting Feb 2020. (Phil is OSC CPR coordinator.) NCOCA will set up a new Facebook page to assist coaches in filling seats prior to a race. Keiki and novice steers-people do not need to be same gender. Long distance races will have no buoys at the start.

Discussion followed regarding requiring (or not) all board members and steers people to be CPR certified. Tai shared that a boat captain he knows recommends calling 911 and meeting Harbor Patrol as soon as possible.

**Motion to encourage all steers-people to take a CPR class. Motion is approved.**

#### 6. Safety Corner – Leslie

Leslie & Duane will inventory all safety equipment and gear.

#### 7. Coaches Corner – Dave (10 min)

Practice started this week; Women on Monday/Wednesdays and Men Tuesdays/Thursday. Dave is waiting to see who shows up and see how things will progress. Starting with fundamentals for paddlers. Saturdays for all at 8:00 am for everyone.

Leslie stated there are about 30 experienced women and 9-10 novices. Kamini Jane will be visiting to facilitate a clinic; Tony is presenting on the psychology of paddling; Tracy Cone may be visiting to talk about Nutrition.

Dave is working on the *Jacobs Heart* and *Live Like Jay* letter describing their relationship with OSC.

Request shared to pay respect to all canoes and use their given names. A suggestion put forth to always share with newer paddlers wa'a traditions. Also suggested is to replace Maka Nui's original artwork as well as take her out at each recreational paddle. The stacking of canoes prohibits using Maka Nui regularly.

NCOCA wants high contrast numbers for visibility at a distance races.

#### 8. Calendar

- a. April 7 – Junior Race Team practice starts
- b. April 27 – Pig Run (all coed)
- c. May 4 – First Race; Viva Aloha Long Distance Race
- d. June 29 – Host Regatta
- e. July 13 – Shared Adventures

Tai is talking with DL about attracting more racers for MBX. DL is creating a workgroup.

#### 9. Suspended Paddler -- closed session

**Motion to recognize that paddler's suspension has been fulfilled and he is now allowed to join the club with the understanding that the OSC Code of Conduct must be strictly followed. Motion is approved with ten "Yes" votes, two abstentions, and two "No" votes.**

10. Next BOD Meeting: April 14, 2019  
MEETING ADJORNED

**OSC Treasurer's Report  
March 2019**

**INCOME**

Category	2019 Budget			2019 to Date			Differential	Notes
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income		
Membership Dues	\$25,500	\$0	\$25,500	\$5,381	\$0	\$5,381	-\$20,119	59 paid members: 21 rec, 34 race, 4 junior
Rec. Drop-In Fees	\$1,000	\$0	\$1,000	\$40	\$0	\$40	-\$960	
Aloha Festival	\$1,000	\$500	\$500	\$0	\$0	\$0	-\$500	
MBX Income	\$15,000	\$14,000	\$1,000	\$0	\$0	\$0	-\$1,000	
Keiki Camp	\$2,500	\$500	\$2,000	\$0	\$0	\$0	-\$2,000	
Paddle Class	\$2,400	\$0	\$2,400	\$0	\$0	\$0	-\$2,400	
Donations/Fundraising	\$3,000	\$0	\$3,000	\$309	\$50	\$259	-\$2,741	
End of Season Party	\$1,500	\$1,000	\$500	\$0	\$0	\$0	-\$500	
Club Store	\$7,500	\$5,000	\$2,500	\$375	\$38	\$337	-\$2,163	\$225 from sale of OSC prints
Race Income	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	
Puakea Clinic	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Pig Run	\$2,000	\$1,250	\$750	\$0	\$0	\$0	-\$750	
Hosted Regatta	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0	
Junior Race Program	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0	
<b>Total Income</b>	<b>\$85,900</b>	<b>\$46,750</b>	<b>\$39,150</b>	<b>\$6,105</b>	<b>\$88</b>	<b>\$6,017</b>	<b>-\$32,383</b>	

**EXPENSES**

Category	2019 Budget	2019 to Date	Differential	Notes
Harbor Rent	\$9,500	\$2,167	-\$7,333	
Equipment Insurance	\$4,000	\$0	-\$4,000	
NCOCA Dues & Insurance	\$800	\$807	\$7	
D&O Insurance	\$550	\$0	-\$550	
OC6 Repairs & Maint.	\$6,000	\$410	-\$5,590	
Small Boat Repair & Maint.	\$500	\$5	-\$495	
Trailer & Dolly Repair & M.	\$500	\$0	-\$500	
Canoe Painting & Re-Hab	\$2,000	\$0	-\$2,000	
Safety Equipment / Radios	\$1,000	\$166	-\$834	
New Equipment Purchases	\$0	\$0	\$0	
Administration Costs	\$4,000	\$221	-\$3,779	
Coaches Awards	\$800	\$0	-\$800	
Lighted Boat Parade	\$100	\$0	-\$100	
Community Outreach	\$250	\$0	-\$250	
Jacob's Heart Commitment	\$0	\$0	\$0	
Marketing	\$200	\$0	-\$200	
Travel	\$500	\$0	-\$500	
MBX Prize Savings Fund Inc	\$900	\$0	-\$900	
Reserve Savings Fund Incre	\$1,000	\$0	-\$1,000	
<b>Total Expenses</b>	<b>\$32,600</b>	<b>\$3,866</b>	<b>-\$28,823</b>	

Outrigger Santa Cruz  
**Balance Sheet**  
As of March 8, 2019

---

Mar 8, 19

**ASSETS**

Current Assets

Checking/Savings

Checking

14,245.41

Savings Account

10,105.37

Total Checking/Savings

24,350.78

Total Current Assets

24,350.78

Fixed Assets

Club Equipment

Creamsicle

21,450.00

Red OC1

1,500.00

Kaholo

18,000.00

Lapa Uila

15,000.00

Canoe Hauling Trailer

9,500.00

Kumulipo (OC1)

2,500.00

OC2

2,000.00

Maka Nui

4,000.00

Kananimauloa

8,000.00

Bruddah Nappy

5,000.00

Ho'omaikai

5,000.00

Makani Akua

7,000.00

Kane Dave Dyc

20,900.00

Total Club Equipment

119,850.00

Depreciation and Amortization

-45,878.00

Total Fixed Assets

73,972.00

**TOTAL ASSETS**

**98,322.78**

**LIABILITIES & EQUITY**

Equity

Opening Balance Equity

105,699.94

Unrestricted Net Assets

-9,617.58

Net Income

2,240.42

Total Equity

98,322.78

**TOTAL LIABILITIES & EQUITY**

**98,322.78**

# Outrigger Santa Cruz

## Profit & Loss

January 1 through March 8, 2019

	Jan 1 - Mar 8, 19	Jan 1 - Mar 8, 18	% Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Raffle Income</b>			
Parking Permit Raffle	169.12	0.00	100.0%
<b>Total Raffle Income</b>	169.12	0.00	100.0%
<b>MEMBERSHIP DUES &amp; ASSESSMENTS</b>			
Membership-Rec. Paddler Dues	1,488.52	3,690.76	-59.7%
Membership-Race Dues	3,595.30	7,652.24	-53.0%
Membership-Youth Dues	297.52	145.04	105.1%
Club Store	375.00	1,358.19	-72.4%
<b>Total MEMBERSHIP DUES &amp; ASSESSMENTS</b>	5,756.34	12,846.23	-55.2%
<b>RACE INCOME</b>			
Puakea Clinic Income	0.00	1,430.00	-100.0%
<b>Total RACE INCOME</b>	0.00	1,430.00	-100.0%
<b>CONTRIBUTIONS, GIFTS &amp; GRANTS</b>			
MemberTax Deductible	140.00	120.00	16.7%
Jacob's Heart	0.00	83.00	-100.0%
Fundraising Income	0.00	643.96	-100.0%
Amazon	0.00	12.53	-100.0%
<b>Total CONTRIBUTIONS, GIFTS &amp; GRANTS</b>	140.00	859.49	-83.7%
<b>PUBLIC CLASSES</b>			
Drop-In Paddle Fee	40.00	60.00	-33.3%
<b>Total PUBLIC CLASSES</b>	40.00	60.00	-33.3%
<b>Total Income</b>	6,105.46	15,195.72	-59.8%
<b>Expense</b>			
<b>Raffle Expenses</b>	50.00	0.00	100.0%
<b>RACE EXPENSES</b>			
Puakea Clinic Expenses	0.00	1,430.00	-100.0%
<b>Total RACE EXPENSES</b>	0.00	1,430.00	-100.0%
<b>MEMBER EXPENSES</b>			
Lighted Boat Parade Expenses	0.00	115.39	-100.0%
Fundraising Expense	0.00	150.00	-100.0%
Club Store Expense	38.24	0.00	100.0%
<b>Total MEMBER EXPENSES</b>	38.24	265.39	-85.6%
<b>NCOCA DUES</b>	300.00	330.00	-9.1%
<b>ADMINISTRATION EXPENSE</b>			
Bank Fees	0.13	0.00	100.0%
Marketing	0.00	125.00	-100.0%
Business Cards	0.00	29.42	-100.0%
Merchant Fees	0.00	0.30	-100.0%
Printing and Copying	0.00	42.51	-100.0%
Supplies	0.00	41.40	-100.0%
Website Hosting	81.00	73.50	10.2%
ADMINISTRATION EXPENSE - Other	140.25	70.00	100.4%
<b>Total ADMINISTRATION EXPENSE</b>	221.38	382.13	-42.1%
<b>HARBOR RENT</b>	2,167.38	1,069.28	102.7%
<b>INSURANCE EXPENSE</b>			
Liability Insurance - NCOCA	507.00	410.00	23.7%
Property Insurance	0.00	3,336.00	-100.0%
<b>Total INSURANCE EXPENSE</b>	507.00	3,746.00	-86.5%

6:18 PM

03/08/19

Cash Basis

**Outrigger Santa Cruz**  
**Profit & Loss**  
 January 1 through March 8, 2019

---

	Jan 1 - Mar 8, 19	Jan 1 - Mar 8, 18	% Change
<b>CANOE AND TRAILER MAINTENANCE</b>			
OC6 Repair/Maintenance	410.28	180.00	127.9%
OC1 / OC2 Expenses	5.41	0.00	100.0%
Canoe Dolly Expenses	0.00	20.00	-100.0%
<b>Total CANOE AND TRAILER MAINTENANCE</b>	<b>415.69</b>	<b>200.00</b>	<b>107.9%</b>
<b>SMALL EQUIPMENT PURCHASES</b>			
Safety Equipment / Radios	166.00	75.80	119.0%
SMALL EQUIPMENT PURCHASES - Other	0.00	294.87	-100.0%
<b>Total SMALL EQUIPMENT PURCHASES</b>	<b>166.00</b>	<b>370.67</b>	<b>-55.2%</b>
<b>Total Expense</b>	<b>3,865.69</b>	<b>7,793.47</b>	<b>-50.4%</b>
<b>Net Ordinary Income</b>	<b>2,239.77</b>	<b>7,402.25</b>	<b>-69.7%</b>
<b>Other Income/Expense</b>			
Other Income			
Savings Account Interest Income	0.65	0.25	160.0%
<b>Total Other Income</b>	<b>0.65</b>	<b>0.25</b>	<b>160.0%</b>
<b>Net Other Income</b>	<b>0.65</b>	<b>0.25</b>	<b>160.0%</b>
<b>Net Income</b>	<b><u>2,240.42</u></b>	<b><u>7,402.50</u></b>	<b><u>-69.7%</u></b>

Ticket Numb	Log Date	Status	Categories	Title
6391	7/25/18 19:13	Open	Spec Canoe	Kaholo rear manu
6394	7/25/18 19:17	Open	Website	Mermaid award page
6397	7/25/18 19:19	Open	Website	History page
6400	7/25/18 19:21	Open	Canoe Storage	Keep off sign
6406	7/25/18 19:22	Open	Spec Canoe	Makani Akua rear scrape
6409	7/25/18 19:22	Open	Spec Canoe	Bro Nappy front
6412	7/25/18 19:23	Open	Spec Canoe	Kaholo gel coat at steers
6486	7/25/18 22:38	Open	Spec Canoe	Bro Nappy iako need refinishing
6489	7/25/18 22:39	Open	Spec Canoe	Ho\'omaikai iako need refinishing
6592	8/5/18 18:46	Open	Zodiac	Zodiac fill plug broken
6664	8/8/18 21:41	Open	Unlimited Canoe	JH Unlimited Seat 5 foot rest broken/missing
6704	8/10/18 22:17	Open	Spec Canoe	Bro nappy seat pads need replacing
6724	8/12/18 23:26	Open	Shed	Club paddles need refinishing
6779	8/24/18 17:10	Open	Spec Canoe,	Lights suck
6805	9/2/18 22:54	Open	Spec Canoe	Lapa scrapes underneath from Angel Island

7064	1/14/19	17:09	Closed	Spec Canoe	Nappy Ama damage
6857	10/5/18	22:41	Closed	Spec Canoe	Water in Bixler Ama
6436	7/25/18	19:40	Closed	Unlimited Ca	Unlimited front half of cover gone
6483	7/25/18	22:37	Closed	Spec Canoe	Lapa iako need refinishing
6763	8/16/18	22:46	Closed	Spec Canoe	Need 2x 5 Gal buckets