

Outrigger Santa Cruz – Board of Directors Meeting

**MINUTES**

June 2, 2019

5:00 pm – 6:30 pm

**CALL TO ORDER:**

In attendance: Tai Boutell, Phil Crowley, Kim Chamlin, Gayle Bensusan, Phil Lewis, Dena Levey, Bob Ciotti, Theresa Mulder, Kay Miyamoto, Leslie Eurs, Jackson Rahn, Pam Myers, Kyle Wade, Duane Strong

**Motion to approve April minutes; motion is approved with correct spelling of Phil Hebner's last name.**

1. Kudos: Chloe for her participation and positive attitude at the Santa Barbara race, for her willingness to fill in for late paddler, and for filling in a practice last minute; Kyle & Tai for taking care of the trailer; Tai & Phil for replacing plugs in unlimited; Tai for using the correct reflector tape on trailer; Leslie for organizing Cat's paddle out; Dave for putting together the co-ed crews for the Monterey race; Duane for all his work on the club equipment and the work list and for helping Gayle order lane number holders; Mike for picking up Pam's towel at last race
2. Treasure's Report – Theresa
  - a. Currently just under \$22k in checking and about \$10k in savings. JH is still not an OSC asset and no paperwork has been received from Dave. Tai will get it done this week. The OC4 is still on site; Kay has room at her house if someone is willing to tow it. Income to-date is \$30,750; \$17,145 of that is from membership dues (41 paid members, 44 recreational, 76 racer, & 21 juniors); race fees have been paid for the Liliu'okalani yet race income has not all been collected; also waiting for the insurance bill for the Rig Run. Pig Run – net income \$1,041; expenses fewer this year as many items were donated by the Lewis family; the club only paid for a few supplies, the shuttle van, and the pig. There were also fewer small boats. Club Regatta costs are \$1,500 so far this year. Junior program Monterey racers – of 12 paddlers, 3 did not pay because they were guest or steers people. Expenses this year are mostly the harbor rent and equipment repairs.
  - b. 2018 Tax Returns - Theresa will be meeting with Yoko. Last year OSC received a bill from the State Franchise Tax Board for about \$1,000 and now that all has been filed and corrected, about \$800 was refunded.

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

Discussion followed Treasurer report re: clothing sales tax and cash versus accrual accounting. No motion or final decision.

3. Equipment
  - a. New dry bags and whistles have been purchased. The club needs a 2<sup>nd</sup> EZ-up for races and events. As the canoes are being damaged by the old dollies and we are already short a dolly, a discussion about wheel size and purchasing a new dolly followed.

**Motion to purchase a \$99 EZ-up for events & races; motion is approved.**

**Motion to purchase two new canoe dollies for approximately \$1,000; motion is approved.**

- b. Adopt-a-Canoe program – Suggestions is that racers would be responsible for all canoes except for Ho'omaikai, Braddah Nappy, & Maka Nui; those three would be the recreational paddler's responsibility.

Discussion followed which included most everyone agreeing that there needs to be a change of mentality & all must take better care of canoes. Steers need to report damage. All paddlers need to be reminded of expectations. Maybe increase dues and/or ask members to help. Concerns included: 1 - What tasks would that include? 2 - That it didn't work in the past. 3 - Things need to be done properly. 4 – The difference between major maintenance vs daily maintenance needs to be better detailed. Committee (Phil L, Bob, Tai, Jackson) was formed to prepare ideas and come back to BOD.

Other questions: Who owns Facebook admin? Possibly Lynn or DL? Phil C will check on it. Where are the three Speed Coaches that belong to the club? Orange one is in shed (charger is missing), green one

(engraved with OSC) is not there. There may be a third. Tai will check with Dave Waynar.

c. Trailer – Maintenance of trailer announced during Kudos section.

4. Cat Heron Steele Memorial Regatta

- a. Planning is in the works. The budget includes: Porta-potties, Breakfast foods for \$50, Lunches for officials is \$50. Anticipated loss is \$1,000 with race fees.

5. Cat Paddle-out

- a. \$50 budget approved for morning snacks prepared by Yoko, Judy, & Gayle
- b. Currently there are 11 canoes to use with 67 seats available; might have a PA system
- c. Schedule is:
  - 8:15am - 9:15am: Register, prepare wa'a with crew
  - 9:15am - 9:30am: Complete readiness for paddle out
  - 9:30am: Gather for E'komo mai (Welcome), Ho'olauna 'ana (Introductions), Paddle Out Program, Pule; launch
  - 11:30am: Return of the canoes; completion of the paddling portion of today's Celebration
  - 11:30am - Potluck Luau.

6. Club store – open again, promote sales

- a. Swim jackets can be ordered if someone organizes it. Hats & visors available. Much spent with not much profit. Need items for Aloha Festival.
- b. Rita puts a lot of time; Tai will work with Rita if/when new ideas are put forth. Business cards have been made.

7. Aloha Festival

- a. Who is taking charge? Phil C will help organize and needs help. Dena & Kay also volunteered. Canoes, staffing, & coconuts needed. Pam will do pre-planning; application for booth space will be sent to Pam and she'll give to Theresa to pay. Committee is: Phil C, Kay, Dena, & Phil L.

8. Coaches Corner – no report provided

Discussion about Recreation Paddle coach & steers people participation. Pam will be gone frequently and Lynn isn't fully recovered from surgery. There are safety concerns so coverage is needed. The program needs leadership. There will soon be membership push so we need coverage for all programs. Recreation program brings in funds.

Theresa needs more legible sign-up sheets from Pirates, Rec, Mom's groups in terms of payments and completing waivers.

Four spaces left in Keiki camp. Two sessions are: July 29 – Aug 2 & Aug 5 – Aug 9. Cost per-person is \$170.

9. Calendar

- a. June 8 - Cat Paddle-out
- b. June 15 – Regatta in Alameda
- c. June 29 – Host Regatta in Monterey
- d. July 13 – Shared Adventures
- e. August 10 – Round the Rock
- f. August 17 – Tony Gora/Dave Dyc Memorial
- g. August 18 – Aloha Festival

10. Next BOD meeting August 4, 2019

Meeting adjourned.

Outrigger Santa Cruz  
**Balance Sheet**  
As of August 3, 2019

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Aug 3, 19

**ASSETS**

Current Assets

Checking/Savings

Checking 25,406.71

Savings Account 10,107.05

Total Checking/Savings 35,513.76

Total Current Assets 35,513.76

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 109,485.76**

**LIABILITIES & EQUITY**

Equity

Opening Balance Equity 105,699.94

Unrestricted Net Assets -9,617.58

Net Income 13,403.40

Total Equity 109,485.76

**TOTAL LIABILITIES & EQUITY 109,485.76**

# Outrigger Santa Cruz

## Profit & Loss

January 1 through August 3, 2019

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Jan 1 - Aug 3, 19

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Cat Memorial Regatta Income	2,856.27
Raffle Income	
Parking Permit Raffle	169.12
Total Raffle Income	169.12
<b>MEMBERSHIP DUES &amp; ASSESSMENTS</b>	
Membership-Rec. Paddler Dues	6,526.79
Membership-Race Dues	11,089.17
Membership-Youth Dues	1,547.72
Club Store	6,764.65
Pig Run Income	1,988.58
Total MEMBERSHIP DUES & ASSESSMENTS	27,916.91
<b>RACE INCOME</b>	
Queen Lili'uokalani Income	1,059.33
Viva Aloha Income	900.00
Regatta Income	1,440.00
Hoe Wa'a Income	1,350.00
Rig Run Income	810.00
Clinic Income	1,000.00
Total RACE INCOME	6,559.33
<b>CONTRIBUTIONS, GIFTS &amp; GRANTS</b>	
MemberTax Deductible	340.00
Keiki Program	170.00
Fundraising Income	663.00
CONTRIBUTIONS, GIFTS & GRANTS - Other	413.02
Total CONTRIBUTIONS, GIFTS & GRANTS	1,586.02
<b>PUBLIC CLASSES</b>	
Drop-In Paddle Fee	482.00
Paddle Class Fees	300.00
Keiki Camp Fees	2,040.00
Total PUBLIC CLASSES	2,822.00
Total Income	41,909.65
Gross Profit	41,909.65
<b>Expense</b>	
Old unpaid invoices	159.03
Cat Memorial Regatta Expenses	2,945.48
Raffle Expenses	50.00
<b>RACE EXPENSES</b>	
Rig Run Expenses	635.60
Clinic Expenses	1,000.00
Queen Lili'uokalani Expenses	1,200.00
Viva Aloha Expenses	887.00
Regatta Expenses	1,734.72
Hoe Wa'a Expenses	1,152.81
Total RACE EXPENSES	6,610.13
<b>MEMBER EXPENSES</b>	
Misc. Entertainment Expenses	167.59
Junior Race Team Expenses	355.96
Pig Run Expenses	947.13
Aloha Festival Expense	200.00
Club Store Expense	6,047.64
Total MEMBER EXPENSES	7,718.32
NCOCA DUES	300.00

10:16 PM  
08/03/19  
Cash Basis

**Outrigger Santa Cruz**  
**Profit & Loss**  
January 1 through August 3, 2019

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	Jan 1 - Aug 3, 19
<b>ADMINISTRATION EXPENSE</b>	
Bank Fees	0.13
Race Program Webservice	129.99
Marketing	73.66
Supplies	34.97
Website Hosting	162.00
ADMINISTRATION EXPENSE - Other	225.21
<b>Total ADMINISTRATION EXPENSE</b>	<b>625.96</b>
<b>HARBOR RENT</b>	<b>5,110.11</b>
<b>INSURANCE EXPENSE</b>	
Liability insurance - D & O	510.00
Liability Insurance - NCOCA	507.00
<b>Total INSURANCE EXPENSE</b>	<b>1,017.00</b>
<b>PRINTING, POSTAGE &amp; SHIPPING</b>	<b>5.50</b>
<b>CANOE AND TRAILER MAINTENANCE</b>	
OC6 Repair/Maintenance	1,448.83
OC1 / OC2 Expenses	66.03
Trailer Expense	767.60
Canoe Dolly Expenses	1,110.31
<b>Total CANOE AND TRAILER MAINTENANCE</b>	<b>3,392.77</b>
<b>SMALL EQUIPMENT PURCHASES</b>	
Safety Equipment / Radios	435.14
SMALL EQUIPMENT PURCHASES - Other	139.14
<b>Total SMALL EQUIPMENT PURCHASES</b>	<b>574.28</b>
<b>Total Expense</b>	<b>28,508.58</b>
<b>Net Ordinary Income</b>	<b>13,401.07</b>
<b>Other Income/Expense</b>	
Other Income	
Savings Account Interest Income	2.33
<b>Total Other Income</b>	<b>2.33</b>
<b>Net Other Income</b>	<b>2.33</b>
<b>Net Income</b>	<b><u>13,403.40</u></b>

**Recap / Notes for OSC Checking Account Activity**  
**August 2019**

**INCOME ACCOUNTS & ASSOCIATED EXPENSES**

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	\$17,616	\$0	\$17,616	-\$7,884	153 paid members: 53 rec, 79 race, 21 jr
Rec. Drop-In Fees	\$1,000	\$0	\$1,000	\$482	\$0	\$482	-\$518	
Aloha Festival	\$1,000	\$500	\$500	\$0	\$200	-\$200	-\$700	
MBX Income	\$15,000	\$14,000	\$1,000	\$0	\$0	\$0	-\$1,000	
Keiki Camp	\$2,500	\$500	\$2,000	\$2,040	\$0	\$2,040	\$40	12 payments received
Paddle Class	\$2,400	\$0	\$2,400	\$300	\$0	\$300	-\$2,100	2 payments received
Donations/Fundraising	\$3,000	\$0	\$3,000	\$1,755	\$50	\$1,705	-\$1,295	Over \$1k from Cat silent auction
End of Season Party	\$1,500	\$1,000	\$500	\$0	\$0	\$0	-\$500	
Club Store	\$7,500	\$5,000	\$2,500	\$6,765	\$6,048	\$717	-\$1,783	Includes sales tax
Race Income	\$15,000	\$15,000	\$0	\$5,559	\$5,610	-\$51	-\$51	
Race Clinics	\$0	\$0	\$0	\$1,000	\$1,000	\$0	\$0	Women's clinic
Pig Run	\$2,000	\$1,250	\$750	\$1,989	\$947	\$1,041	\$291	
Hosted Regatta	\$8,000	\$8,000	\$0	\$2,856	\$2,945	-\$89	-\$89	Excludes \$500 paid to Monterey in 2018
Junior Race Program	\$1,500	\$1,500	\$0	\$1,548	\$356	\$1,192	\$1,192	Expenses are regatta fees & TeamSnap
<b>Total Income</b>	<b>\$85,900</b>	<b>\$46,750</b>	<b>\$39,150</b>	<b>\$41,910</b>	<b>\$17,156</b>	<b>\$24,753</b>	<b>-\$15,791</b>	

**EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS**

Category	2019 Budget	2019 to Date	Differential	Notes
Harbor Rent	\$9,500	\$5,110	-\$4,390	Still owe for OC2 storage
Equipment Insurance	\$4,000	\$0	-\$4,000	
NCOCA Dues & Insurance	\$800	\$807	\$7	
D&O Insurance	\$550	\$510	-\$40	
OC6 Repairs & Maint.	\$6,000	\$1,588	-\$4,412	
Small Boat Repair & Maint.	\$500	\$66	-\$434	
Trailer & Dolly Repair & M.	\$500	\$1,878	\$1,378	Overbudget due to trailer service and purchase of two new canoe dollies
Canoe Painting & Re-Hab	\$2,000	\$0	-\$2,000	
Safety Equipment / Radios	\$1,000	\$435	-\$565	
New Equipment Purchases	\$0	\$0	\$0	
Administration Costs	\$4,000	\$884	-\$3,116	
Coaches Awards	\$800	\$0	-\$800	
Lighted Boat Parade	\$100	\$0	-\$100	
Community Outreach	\$250	\$0	-\$250	
Marketing	\$200	\$74	-\$126	Business cards / promotional cards
Travel	\$500	\$0	-\$500	
MBX Prize Savings Fund Inc	\$900	\$0	-\$900	
Reserve Savings Fund Incre	\$1,000	\$0	-\$1,000	
Exp. from income accts.	\$46,750	\$17,156	-\$29,594	
<b>Total Expenses</b>	<b>\$79,350</b>	<b>\$28,509</b>	<b>-\$50,841</b>	

# April/May 2019 Equipment

## OC6

number holders	outwater plastics	\$37.07
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<b>Sub Total</b>		<b>\$37.07</b>
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## OC1/2

raw cable 100 ft	amazon	\$23.95
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<b>Sub Total</b>		<b>\$23.95</b>
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## Safety/Radio

Dry bags	amazon	\$103.84
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Whistles	amazon	\$10.44
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<b>Sub Total</b>		<b>\$114.28</b>
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## Dolly Wheels

<b>Sub Total</b>		<b>\$0.00</b>
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## Trailer

<b>Sub Total</b>		<b>\$0.00</b>
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## Website

<b>Sub Total</b>		<b>\$0.00</b>
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<b>Total</b>		<b>\$138.23</b>
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