

OUTRIGGER SANTA CRUZ BOARD MEETING

MARCH 1, 2020

5pm Call to Order

Attendance: Dena Levey, Pam Myers, Duane Strong, Jean Bathke, Tai Boutell, Leslie Eurs, Gayle Bensusan, Theresa Mulder, Phil Crowley, Phil Lewis, Kyle Wade

Gayle's Birthday – All Board members sing happy Birthday

Approve January Minutes: Kyle motions to approve January minutes, Gayle 2nds, Motion passes.

- 1. Kudos: Tai – kudos to Duane for the new paddle racks in shed, Theresa – Duane for removing the fender board on the tarmac for canoes, Kim and all who presented at the safety meeting and Kathy Crowley for helping with quick books, Gayle – Theresa and Pam for their thorough and precise presentation at the women's meeting, Pam – Theresa for putting together the power point presentation for women's meeting, Dena – Theresa for adding the women's meeting presentation to Team Snap for those who could not attend, Kyle – Duane for getting the Red OC1 back in service, Duane – anmous for putting the new stickers in the lakos of the blue and red OC1 canoes, Phil L. – all the race coaches for stepping up, Leslie – Duane for the email sent out referencing disciplinary actions, Jean – Phil C. for creating a 20 page merchandise document and Duane for creating a flow chart, Phil C. – Race coaches – DL, Nate and Robert for stepping up and Tai for organizing the Men's meeting.**
- 2. Treasurer's Report – Theresa – \$3,000 processed in PayPal for Club Store sales and \$500 - \$1,000 received and in the process of being documented. \$29,000 in Checking and \$10,100 in savings. \$410 brought in from the parking permit raffle before the \$150 paid for the permits. \$260 profit. Membership dues - \$12,535 brought in so far 95 paid members 42 rec, 50 racers, 3 Junior. 1 month to go before the deadline and we are more than halfway. For rec dues we are 237% higher than last year. Race dues are at 202% compared to last year. More than double Juniors that have paid so far. Expenses – harbor rent increases monthly. NCOCA dues, Insurance paid. And Tahoe Waterman. Tahoe Waterman to provide W9. Sales tax and use tax paid up to date. We are up to date on all government forms. Gayle motions to approve the treasures report, Kyle 2nds, motion approved.**
- 3. Membership Dues Description Update:**
 - a. Define "College" College rec and college race paddlers is how its defined on the website. Article 2 of OSC's bylaws read – Students shall be under the age of 21 yrs old therefore the language on the website will change to match the bylaws.**

4. **Scholarship Funds for Juniors – Yes Board agrees to 3 Juniors 11-16 years of age**
 - a. **Criteria to quality – April 1st is deadline to apply Gayle to research NCOCA's application process. Duane to add scholarship Funds for Juniors to Website**
Theresa makes a motion to set up a scholarship for Juniors Terms and criteria to be determined. Kyle 2nd's Motion passes
5. **Equipment – Duane – New Paddle rack installed in shed, OC1 back in service, Smart Waivers are now established, addendum form is now an acknowledgment form going to Duane once signed. Theresa reviews every 2 weeks and updates, Gayle reviews every Friday.**

Duane inspected all club paddles and some are in dire need of repair or replacement. Especially the taller 50+ paddles. And current no 49" are in stock. Duane would like to order a minimum of 6 new paddles. 4- 49" and 2 various sizes. (Blue fixed size paddles) Duane updated the community events on the front website. The steering page is updated to accredited steers person. We now have the PayPal chip readers. Tai, Phil C, Rita and 1 in the shed drawer. Drop-in fees are referenced on OSC's PayPal. Canoe repairs will be visited in the fall.

Tai recommends the Live like Jay writing on the white canoe needs to be removed. Due to the Live Like Jay entity no longer in existence. OSC should no longer represent.
6. **Race Committee Meeting – Gayle – The NCOCA is looking for other clubs to come in and Mentor. Especially for the sprints. Timers. At the end of 2020 NCOCA officer positions terms are up. Secretary is not renewing, nor the president and sergeant and arms position is open.**
7. **Coaches Corner – heart monitors and speed coaches are recommended for training. OSC has 2 speed coaches in stock and Theresa has been using her personal speed coach for club training. Jay Wild asked that the speed coach be mounted to the canoes. Phil L. motions to purchase a speed coach. Pam 2nds, motion passes.**

Women's Race Meeting went well. Well attended, concise, stayed on tract. Theresa will be posting the Power Point presentation on team snap.

Kim plans to organize 3 safety training events in May.

Men's Race meeting went well, was well attended. The contracting coach - Jay Wild race practice program was well received with the coaching staff.

Per Duane rec paddlers have shown interest and have been given permission in participating in the sprints. Other than sprint entry fees, Membership dues will stay statis quo. May 1st is the deadline for rec paddlers to sign up for sprints. As soon as rec paddlers participate in sprints, their Novice clock begins (2 years).
8. **Donation of Malia Canoe/trailer to OSC – OSC decided not to accept. Not a good fit.**

Club Store – Deadline to order Jerseys May 1st. Per Jean majority of back inventor has been sold. Hats – white soft and OSC Racing doing good on hat sales. Duane would like to order white T-shirts with Diamond logo.

Per Don Kinnamon the Harbor Patrol – he requested OSC members write letters to the harbor commission sharing what a great organization OSC is, detail the reasons why, and why you enjoy being a member of OSC. Tai request a board member gather names/email addresses of harbor personnel to write to. Pam commented names and emails can be found on the Santa Cruz Harbor Website. Tai will send out an email to the club. Pam will gather the list of Harbor contacts on the Harbor Commission.

Per Phil L. – Have the Moss Landing Harbor Master and the central fire department and coast guard writ letters promoting OSC's Organization.

9. Next BOD Meeting – April 19, 2020

Outrigger Santa Cruz

Balance Sheet

As of February 29, 2020

Feb 29, 20

ASSETS**Current Assets****Checking/Savings**

Paypal	3,455.05
Checking	28,977.76
Savings Account	10,108.73

Total Checking/Savings 42,541.54

Accounts Receivable

Accounts Receivable -107.38

Total Accounts Receivable -107.38

Other Current Assets

Inventory Asset 1,794.00

Total Other Current Assets 1,794.00

Total Current Assets 44,228.16

Fixed Assets**Club Equipment**

Manahau	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 -56,927.00

Total Fixed Assets 62,923.00

TOTAL ASSETS 107,151.16

LIABILITIES & EQUITY**Liabilities****Current Liabilities****Other Current Liabilities**

Sales Tax Payable 4.74

Total Other Current Liabilities 4.74

Total Current Liabilities 4.74

Total Liabilities 4.74

Equity

Opening Balance Equity 113,700.94

Unrestricted Net Assets -13,746.95

Net Income 7,192.43

Total Equity 107,146.42

TOTAL LIABILITIES & EQUITY 107,151.16

Outrigger Santa Cruz

Profit & Loss

January through February 2020

	Jan - Feb 20	Jan - Feb 19	% Change
Ordinary Income/Expense			
Income			
Raffle Income			
Parking Permit Raffle	410.00	170.00	141.2%
End of Year Party Raffle	255.00	0.00	100.0%
Total Raffle Income	665.00	170.00	291.2%
MEMBERSHIP DUES & ASSESSMENTS			
Membership-Rec. Paddler Dues	3,965.00	1,175.00	237.5%
Membership-Race Dues	8,495.00	2,805.00	202.9%
Membership-Youth Dues	150.00	75.00	100.0%
Club Store	71.26	375.00	-81.0%
Total MEMBERSHIP DUES & ASSESSMENTS	12,681.26	4,430.00	186.3%
CONTRIBUTIONS, GIFTS & GRANTS			
MemberTax Deductible	0.00	140.00	-100.0%
CONTRIBUTIONS, GIFTS & GRANTS - Other	100.00	0.00	100.0%
Total CONTRIBUTIONS, GIFTS & GRANTS	100.00	140.00	-28.6%
PUBLIC CLASSES			
Drop-In Paddle Fee	0.00	40.00	-100.0%
Total PUBLIC CLASSES	0.00	40.00	-100.0%
Total Income	13,446.26	4,780.00	181.3%
Cost of Goods Sold			
Cost of Goods Sold	34.00	0.00	100.0%
Total COGS	34.00	0.00	100.0%
Gross Profit	13,412.26	4,780.00	180.6%
Expense			
Raffle Expenses	150.00	50.00	200.0%
NCOCA DUES	300.00	300.00	0.0%
ADMINISTRATION EXPENSE			
Bank Fees	0.00	0.13	-100.0%
Merchant Fees	175.14	81.24	115.6%
Supplies	15.30	0.00	100.0%
Website Hosting	100.50	81.00	24.1%
ADMINISTRATION EXPENSE - Other	585.00	140.25	317.1%
Total ADMINISTRATION EXPENSE	875.94	302.62	189.5%
HARBOR RENT	1,481.78	1,444.92	2.6%
INSURANCE EXPENSE			
Liability Insurance - NCOCA	610.00	507.00	20.3%
Total INSURANCE EXPENSE	610.00	507.00	20.3%
Contract Services			
Outside Contract Services	2,500.00	0.00	100.0%
Total Contract Services	2,500.00	0.00	100.0%
CANOE AND TRAILER MAINTENANCE			
OC6 Repair/Maintenance	64.53	410.28	-84.3%
OC1 / OC2 Expenses	0.00	5.41	-100.0%
Total CANOE AND TRAILER MAINTENANCE	64.53	415.69	-84.5%

11:43 PM

02/29/20

Cash Basis

Outrigger Santa Cruz
Profit & Loss
 January through February 2020

	Jan - Feb 20	Jan - Feb 19	% Change
SMALL EQUIPMENT PURCHASES			
Safety Equipment / Radios	198.09	166.00	19.3%
SMALL EQUIPMENT PURCHASES - Other	36.99	0.00	100.0%
Total SMALL EQUIPMENT PURCHASES	235.08	166.00	41.6%
Total Expense	6,217.33	3,186.23	95.1%
Net Ordinary Income	7,194.93	1,593.77	351.4%
Other Income/Expense			
Other Income			
Savings Account Interest Income	0.00	0.65	-100.0%
Total Other Income	0.00	0.65	-100.0%
Other Expense			
Ask My Accountant	2.50	0.00	100.0%
Total Other Expense	2.50	0.00	100.0%
Net Other Income	-2.50	0.65	-484.6%
Net Income	7,192.43	1,594.42	351.1%

Recap / Notes for OSC Checking Account Activity
March 2020

INCOME ACCOUNTS & ASSOCIATED EXPENSES

Category	2020 Budget			2020 Actual			Differential	Notes
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income		
Membership Dues	\$23,500	\$0	\$23,500	\$12,535	\$0	\$12,535	-\$10,965	95 paid members: 42 rec, 50 race, 3 jr
Rec. Drop-In Fees	\$1,500	\$0	\$1,500	\$0	\$0	\$0	-\$1,500	
Aloha Festival	\$1,000	\$500	\$500	\$0	\$0	\$0	-\$500	
MBX Income	\$12,000	\$11,000	\$1,000	\$0	\$0	\$0	-\$1,000	
Keiki Camp	\$2,250	\$250	\$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	\$510	\$150	\$360	-\$2,640	
End of Season Party	\$3,000	\$2,000	\$1,000	\$255	\$0	\$255	-\$745	
Club Store	\$5,000	\$4,250	\$750	\$71	\$0	\$71	-\$679	
Race Income	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	
Race Clinics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Pig Run	\$2,000	\$1,250	\$750	\$0	\$0	\$0	-\$750	
Hosted Regatta	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Junior Race Program	\$1,500	\$500	\$1,000	\$75	\$0	\$75	-\$925	
Total Income	\$72,150	\$34,750	\$37,400	\$13,446	\$150	\$13,296	-\$22,429	

EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS

Category	2020 Budget	2020 Actual	Differential	Notes
Harbor Rent	\$10,000	\$1,482	-\$8,518	
Equipment Insurance	\$4,500	\$0	-\$4,500	
NCOCA Dues & Insurance	\$850	\$910	\$60	
D&O Insurance	\$550	\$0	-\$550	
OC6 Repairs & Maint.	\$5,000	\$102	-\$4,898	
Small Boat Repair & Maint.	\$500	\$0	-\$500	
Trailer & Dolly Repair & M.	\$2,000	\$0	-\$2,000	
Canoe Painting & Re-Hab	\$2,000	\$0	-\$2,000	
Safety Equipment / Radios	\$1,000	\$198	-\$802	
New Equipment Purchases	\$0	\$0	\$0	
Administration Costs	\$4,000	\$876	-\$3,124	
Coaches Awards	\$800	\$0	-\$800	
Lighted Boat Parade	\$100	\$0	-\$100	
Community Outreach	\$250	\$0	-\$250	
Marketing	\$200	\$0	-\$200	
Travel	\$500	\$0	-\$500	
Site Improvements	\$2,000	\$0	-\$2,000	
Contract Services	\$2,500	\$2,500	\$0	Tahoe Waterman
Exp. from income accts.	\$34,750	\$150	-\$34,600	
Total Expenses	\$71,500	\$6,217	-\$65,283	

February 2020 Equipment

OC6

lamineate rig cards	UPS store	\$5.45
wood, rags, tape, paint can liners	HomeDepot	\$25.34
varnish	west marine	\$65.39
plate	Home Depot	\$6.21
sandpaper	Home Depot	\$7.97
stickers 2x2 OSC	Sticker Mule	\$41.42

Sub Total **\$151.78**

OC1/2

JB Weld	Home Depot	\$5.67
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Sub Total **\$5.67**

Safety/Radio

Sub Total **\$0.00**

Dolly Wheels

Sub Total **\$0.00**

Trailer

Sub Total **\$0.00**

Website

PayPal card readers	PayPal	\$112.91
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\$112.91

Total **\$270.36**

Closed tickets:

New paddle rack

Red OC1 rear iako

Switch everything to Smart Waivers

[Add acknowledgement boxes to waiver page](#)

[Replace lost drybag / radio etc.](#)

[OC1 iako labels faded](#)

Refinished one paddle – repaired top

Added Event Services to community page

Updated steering page per Leslie

Purchased PayPal chip readers