

## Outrigger Santa Cruz Minutes – December 2020 - DRAFT

Sept minutes approved Pam motion 1 Leslie motion 2

Oct minutes approved – Phil Lewis 1 and ?

Theresa – Treasurers report – see report. Club store inventory numbers are correct. Need a copy of depreciation schedule for Kai Malama Keiki. Owe \$205 in sales tax from club store. No change in income. \$233.00 of harbor rent we are subleasing to people. Property ins. bill budget within 2 dollars of bill! Changes in the way things are showing up on quick books. Club store totally redone. Phil C let OSC have new license and laptop for better accounting. \$3400 retail value in club store. Phil C...thanks for helping with the quick book license. May want to budget for new license next year.

Motion to approve dena 1 2?

Jean – volunteer hours. Has spreadsheet but not much to report. Internal spreadsheet keeping track of hours spent. 2020 to see what did not happen on spreadsheet. If you think of anything please send. Store crew – how many hours, OC1 training hours? Nice to have record of what our staff puts in.

Board elections –

Tai, Phil C, Gayle, Phil Lewis Kay, Matt Love, Kyle, Pam, ....Leslie stays on!

Positions are open:

Tai - president

Phil C - VP

Secretary open - Pam agrees and is nominated

Theresa - Treasurer

Gayle race rep – Gayle will be Asst. Treasurer and will help Theresa when needed -

Kyle Sargent at arms

Leslie – OC 6 scheduler and OC1 trainer (interested in coaching)

Matt love – Asst. equipment manager

Kay – Keiki chair and OC1 trainer

Phil Lewis – Promotion & Marketing, special events & asst. secy.

Duane is not a board member but is the equipment manager, web master and recreational director.

Discussion on various positions...Treasurer is a heavy work load and at times moral support is welcome!  
Gayle will help Theresa when needed.

If anyone needs to step back, someone needs to be there to help.

We have no head coach on the board.

Kim was the safety officer but would prefer to have someone else take that position. Leslie agrees to be safety officer.

New Member Chair will be Matt Love.

Election Chair is Phil Crowley

Gayle asked if Jay Wild gave us a W9 for tax purposes. He has not and a W9 form will be emailed to him to fill out. Or he can return the \$2500 and a new W9 will be issued for this year.

All the above positions were voted on and passed unanimously.

Thank you to Dena for being our Secretary, and to Jean for being the volunteer coordinator. Dena said she would like to still be involved in some way when she can.

Leslie mentioned that Don and Karen Cleland are in Maui...Tai hoped that they were wearing OSC gear!

Next month the board will discuss expanding reopening.

Next meeting is Jan. 24.

All vote to adjourn the meeting.

# Outrigger Santa Cruz

## Balance Sheet

As of December 6, 2020

	Dec 6, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	19,862.70
Paypal	1,710.45
Savings Account	10,111.74
Total Checking/Savings	31,684.89
Accounts Receivable	
Accounts Receivable	-45.95
Total Accounts Receivable	-45.95
Other Current Assets	
Inventory Asset	3,403.28
Total Other Current Assets	3,403.28
Total Current Assets	35,042.22
Fixed Assets	
Club Equipment	
Bruddah Nappy	5,000.00
Canoe Hauling Trailer	9,500.00
Ho'omaikai	5,000.00
Kaholo	18,000.00
Kanimauloa	8,000.00
Kane Dave Dyc	20,900.00
Kumulipo (OC1)	2,500.00
Lapa Uila	15,000.00
Maka Nui	4,000.00
Makani Akua	7,000.00
Manahau	21,450.00
Mr. Poni	1,000.00
OC2	2,000.00
Red OC1	1,500.00
Total Club Equipment	120,850.00
Depreciation and Amortization	-68,512.00
Total Fixed Assets	52,338.00
<b>TOTAL ASSETS</b>	<b>87,380.22</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	352.74
Use Tax Payable	-147.86
Total Other Current Liabilities	204.88
Total Current Liabilities	204.88
Total Liabilities	204.88
Equity	
Opening Balance Equity	97,698.94
Unrestricted Net Assets	-8,814.06
Net Income	-1,709.54
Total Equity	87,175.34
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>87,380.22</b>

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12/06/20

Cash Basis

# Outrigger Santa Cruz

## Profit & Loss

January 1 through December 6, 2020

	Jan 1 - Dec 6, 20	Jan 1 - Dec 6, 19	% Change
Ordinary Income/Expense			
Income			
ATTENDED RACE INCOME	0.00	13,215.01	-100.0%
CONTRIBUTIONS, GIFTS & GRANTS			
Amazon	19.05	33.84	-43.7%
Donated Equipment	1,000.00	0.00	100.0%
Donations from loan of canoe	0.00	300.00	-100.0%
Fundraising Income	0.00	663.00	-100.0%
Keiki Program	0.00	170.00	-100.0%
MemberTax Deductible	0.00	350.00	-100.0%
Public Tax Deductible	0.00	28.00	-100.0%
CONTRIBUTIONS, GIFTS & GRANTS - Other	590.82	425.00	39.0%
Total CONTRIBUTIONS, GIFTS & GRANTS	1,609.87	1,969.84	-18.3%
Hosted Race Income			
Cat Memorial Regatta Income	0.00	2,856.27	-100.0%
MBX RACE INCOME	0.00	10,700.00	-100.0%
Total Hosted Race Income	0.00	13,556.27	-100.0%
MEMBERSHIP DUES & ASSESSMENTS			
Club Store Income	2,278.11	9,132.13	-75.1%
End of Season Party Income	0.00	1,690.00	-100.0%
Member Contribution	20.00	0.00	100.0%
Membership-Race Dues	12,075.00	11,645.00	3.7%
Membership-Rec. Paddler Dues	7,450.00	9,592.50	-22.3%
Membership-Youth Dues	225.00	1,650.00	-86.4%
Pig Run Income	0.00	2,040.00	-100.0%
Raffle Income			
End of Year Party Raffle	255.00	1,324.00	-80.7%
Parking Permit Raffle	410.00	170.00	141.2%
Total Raffle Income	665.00	1,494.00	-55.5%
Total MEMBERSHIP DUES & ASSESSMENTS	22,713.11	37,243.63	-39.0%
OC1 Rack Income	704.00	0.00	100.0%
PUBLIC CLASSES & FESTIVALS			
Aloha Festival Booths	0.00	688.00	-100.0%
Aloha Festival Community Races	0.00	500.00	-100.0%
Drop-In Paddle Fee	80.00	1,292.00	-93.8%
Keiki Camp Fees	0.00	2,040.00	-100.0%
Paddle Class Fees	0.00	2,700.00	-100.0%
Team Building Workshops	0.00	840.00	-100.0%
Total PUBLIC CLASSES & FESTIVALS	80.00	8,060.00	-99.0%
Total Income	25,106.98	74,044.75	-66.1%
Cost of Goods Sold			
Cost of Goods Sold	1,879.32	5,920.00	-68.3%
Inventory Adjustment	0.00	-8,001.00	100.0%
Total COGS	1,879.32	-2,081.00	190.3%
Gross Profit	23,227.66	76,125.75	-69.5%

# Outrigger Santa Cruz

## Profit & Loss

January 1 through December 6, 2020

Expense	Jan 1 - Dec 6, 20	Jan 1 - Dec 6, 19	% Change
<b>ADMINISTRATION EXPENSE</b>			
Attorney General Fees	25.00	25.00	0.0%
Bank Fees	4.88	0.13	3,653.9%
FTB Fees	10.00	10.00	0.0%
Marketing	60.00	73.66	-18.5%
Merchant Fees	335.28	888.46	-62.3%
Race Program Webservice	259.98	259.98	0.0%
Statement of Information Filing	0.00	20.00	-100.0%
Supplies	15.30	80.48	-81.0%
Website Hosting	641.80	428.39	49.8%
ADMINISTRATION EXPENSE - Other	45.00	0.00	100.0%
<b>Total ADMINISTRATION EXPENSE</b>	<b>1,397.24</b>	<b>1,786.10</b>	<b>-21.8%</b>
<b>ATTENDED RACE EXPENSES</b>	<b>90.00</b>	<b>13,858.36</b>	<b>-99.4%</b>
<b>CANOE AND TRAILER MAINTENANCE</b>			
Canoe Dolly Expenses	0.00	1,251.14	-100.0%
OC1 / OC2 Expenses	491.44	66.03	644.3%
OC6 Repair/Maintenance	1,504.00	3,090.74	-51.3%
Trailer Expense	0.00	787.85	-100.0%
<b>Total CANOE AND TRAILER MAINTENANCE</b>	<b>1,995.44</b>	<b>5,195.76</b>	<b>-61.6%</b>
<b>Club Store Expense</b>	<b>100.00</b>	<b>8,506.88</b>	<b>-98.8%</b>
<b>Community Support</b>	<b>0.00</b>	<b>141.05</b>	<b>-100.0%</b>
<b>Contract Services</b>			
Accounting Fees	1,800.00	0.00	100.0%
Outside Contract Services	2,500.00	0.00	100.0%
<b>Total Contract Services</b>	<b>4,300.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>HARBOR RENT</b>			
Rent for Subleased OC1 Racks	233.08	0.00	100.0%
HARBOR RENT - Other	8,670.81	8,433.67	2.8%
<b>Total HARBOR RENT</b>	<b>8,903.89</b>	<b>8,433.67</b>	<b>5.6%</b>
<b>HOSTED RACE EXPENSES</b>			
Cat Memorial Regatta Expenses	0.00	3,024.23	-100.0%
MBX EXPENSES	0.00	7,808.29	-100.0%
Old Hosted Race Expenses	0.00	159.03	-100.0%
<b>Total HOSTED RACE EXPENSES</b>	<b>0.00</b>	<b>10,991.55</b>	<b>-100.0%</b>
<b>INSURANCE EXPENSE</b>			
Liability Insurance - D & O	760.00	510.00	49.0%
Liability Insurance - NCOCA	610.00	507.00	20.3%
Property Insurance	4,501.50	0.00	100.0%
<b>Total INSURANCE EXPENSE</b>	<b>5,871.50</b>	<b>1,017.00</b>	<b>477.3%</b>
<b>MEMBER EXPENSES</b>			
Aloha Festival Expense	0.00	552.35	-100.0%
<b>Club Events Expenses</b>			
BBQ Expenses	0.00	99.87	-100.0%
Club Work Day Expenses	0.00	50.00	-100.0%
Paddle Out Expenses	0.00	55.74	-100.0%
Racer Meeting Expenses	0.00	65.25	-100.0%
<b>Total Club Events Expenses</b>	<b>0.00</b>	<b>270.86</b>	<b>-100.0%</b>

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Cash Basis

# Outrigger Santa Cruz

## Profit & Loss

January 1 through December 6, 2020

	Jan 1 - Dec 6, 20	Jan 1 - Dec 6, 19	% Change
Coaches Awards	0.00	596.13	-100.0%
End of Season Party Expenses	0.00	1,040.00	-100.0%
Junior Race Team Expenses	0.00	383.94	-100.0%
Pig Run Expenses	0.00	947.13	-100.0%
Raffle Expenses	150.00	50.00	200.0%
<b>Total MEMBER EXPENSES</b>	<b>150.00</b>	<b>3,840.41</b>	<b>-96.1%</b>
NCOCA DUES	300.00	300.00	0.0%
PRINTING, POSTAGE & SHIPPING	11.00	14.07	-21.8%
PUBLIC CLASSES EXPENSE			
Keiki Camp Expenses	0.00	114.99	-100.0%
<b>Total PUBLIC CLASSES EXPENSE</b>	<b>0.00</b>	<b>114.99</b>	<b>-100.0%</b>
Site Improvements	783.60	0.00	100.0%
SMALL EQUIPMENT PURCHASES			
Safety Equipment / Radios	336.26	269.14	24.9%
SMALL EQUIPMENT PURCHASES - Other	378.78	928.71	-59.2%
<b>Total SMALL EQUIPMENT PURCHASES</b>	<b>715.04</b>	<b>1,197.85</b>	<b>-40.3%</b>
Travel and Meetings			
Annual Safety Meeting	290.00	166.00	74.7%
NCOCA Race Clinic	0.00	75.00	-100.0%
<b>Total Travel and Meetings</b>	<b>290.00</b>	<b>241.00</b>	<b>20.3%</b>
<b>Total Expense</b>	<b>24,907.71</b>	<b>55,638.69</b>	<b>-55.2%</b>
<b>Net Ordinary Income</b>	<b>-1,680.05</b>	<b>20,487.06</b>	<b>-108.2%</b>
Other Income/Expense			
Other Income			
Other Income			
State Tax Refund	0.00	827.44	-100.0%
<b>Total Other Income</b>	<b>0.00</b>	<b>827.44</b>	<b>-100.0%</b>
Savings Account Interest Income	3.01	3.67	-18.0%
<b>Total Other Income</b>	<b>3.01</b>	<b>831.11</b>	<b>-99.6%</b>
Other Expense			
Ask My Accountant	32.50	0.00	100.0%
<b>Total Other Expense</b>	<b>32.50</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>-29.49</b>	<b>831.11</b>	<b>-103.6%</b>
<b>Net Income</b>	<b>-1,709.54</b>	<b>21,318.17</b>	<b>-108.0%</b>

**Recap / Notes for OSC Checking Account Activity**  
**December 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	\$19,525	\$0	\$19,525	-\$3,975	138 paid members: 61 rec, 73 race, 3 jr
Rec. Drop-In Fees	\$1,500	\$0	\$1,500	\$80	\$0	\$80	-\$1,420	
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	\$704	\$0	\$704	-\$1,296	
Paddle Class	\$2,400	\$0	\$2,400	\$0	\$0	\$0	-\$2,400	
Donations/Fundraising	\$3,000	\$0	\$3,000	\$1,040	\$150	\$890	-\$2,110	
End of Season Party	\$3,000	\$2,000	\$1,000	\$255	\$0	\$255	-\$745	
Club Store	\$5,000	\$4,250	\$750	\$2,278	\$3,083	-\$805	-\$1,555	
Race Income	\$15,000	\$15,000	\$0	\$0	\$90	-\$90	-\$90	
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	\$225	\$0	\$225	-\$775	
<b>Total Income</b>	<b>\$72,150</b>	<b>\$34,750</b>	<b>\$37,400</b>	<b>\$24,107</b>	<b>\$3,323</b>	<b>\$20,784</b>	<b>-\$15,091</b>	

**EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS**

Category	2020 Budget	2020 Actual	Differential	Notes
Harbor Rent	\$10,000	\$8,904	-\$1,096	\$233 to pay for subleased OC1 racks
Equipment Insurance	\$4,500	\$4,502	\$2	
NCOCA Dues & Insurance	\$850	\$910	\$60	
D&O Insurance	\$550	\$760	\$210	
OC6 Repairs & Maint.	\$5,000	\$1,883	-\$3,117	
Small Boat Repair & Maint.	\$500	\$491	-\$9	
Trailer & Dolly Repair & M.	\$2,000	\$0	-\$2,000	
Canoe Painting & Re-Hab	\$2,000	\$0	-\$2,000	
Safety Equipment / Radios	\$1,000	\$336	-\$664	
New Equipment Purchases	\$0	\$0	\$0	
Administration Costs	\$4,000	\$3,148	-\$852	
Coaches Awards	\$800	\$0	-\$800	
Lighted Boat Parade	\$100	\$0	-\$100	
Community Outreach	\$250	\$0	-\$250	
Marketing	\$200	\$60	-\$140	
Travel / Meetings	\$500	\$784	\$284	Safety Meeting
Site Improvements	\$2,000	\$784	-\$1,216	OC1 Rack
Contract Services	\$2,500	\$2,500	\$0	Tahoe Waterman
Exp. from income accts.	\$34,750	\$3,323	-\$31,427	
<b>Total Expenses</b>	<b>\$71,500</b>	<b>\$28,384</b>	<b>-\$43,116</b>	

## November/December Equipment 2020

### OC6

Sub Total	\$0.00
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### OC1/2

end caps	Amazon	\$9.76
spectra cord, end caps	Amazon	\$35.87

Sub Total	\$45.63
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### Safety/Radio

Sub Total	\$0.00
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### Dolly Wheels

Sub Total	\$0.00
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### Trailer

Sub Total	\$0.00
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**Website**

Calendar update	Sandhills Development	\$29.00	
			<b>\$29.00</b>

**Total** **\$74.63**

Closed tickets

Poni ama taking on water

Purple OC1 needs some bungees

**Outrigger Santa Cruz**  
**Annual Board of Directors Meeting**

**AGENDA**

**December 6, 2020**

**Meeting time: 5:00pm – 6:00pm**

**CALL TO ORDER**

Approve September, October minutes

1. Treasurer's Report – Theresa
2. Volunteer hours for 2020 – Jeannie
3. Elections
  - a. All officer and non-officer positions are open
4. Next BOD meeting

\*If you want to continue, or be considered for, a role in an officer or non-officer capacity, speak up. If you know other club members who would like to take on one of the non-officer roles, bring their name to the meeting.

The 2020 Outrigger Santa Cruz Board of Directors:

Tai Boutell – President, Junior Team Coach

Philip Crowley – Vice President, Marketing & Promotions Chair, Assistant Rec Program Director, Elections Chair

Dena Levey – Secretary (stepping down from BOD)

Theresa Mulder – Treasurer, Assistant Rec Program Director, Assistant Equipment Mgr

Pam Myers – Assistant Treasurer, Assistant Rec Program Director, Past President

Gayle Bensusan – Race Rep

Kyle Wade – Sergeant at Arms

Leslie Eurs Rahn –OC6 Scheduler

Matt Love – Assistant Equipment Mgr

Kay Miyamoto- Keiki Program Chair

Phil Lewis –Marketing & Promotions, New Member Chair

Jeannie Bathke – Volunteer Coordinator, Assistant Secretary (stepping down from BOD)

Non-Board Positions:

Duane Strong – Equipment Manager, Webmaster, Recreational Paddling Director, Assistant Junio Team Coach

Kim Chamlin – Safety Officer

Rita Melamed – OSC Store

Ruthee Romero – Assistant Rec Program, Assistant Junior Team Coach

Jay Wild – Contract Race Team Coach

DL, Robert, Nate – Men’s Race Coaches

Pam, Theresa – Women’s Race Coaches