

## **OSC Apri 2023 Board Meeting Minutes**

**\*\*Denotes decisions made during the meeting\*\***

Meeting: 30 April, 2023; Called to Order 1702h, Adjourned 1820h

Attendance: Board: Tai Boutell, Kay Miyamoto, Leslie Eurs, Eddy O'Connor, Philip Crowley, Theresa Mulder, Bruce Neill, Allison Marino, Amy Miyakusu, Kim Chamlin, Pam Myers, Gayle Bensusan.

A quorum was present.

Members in Attendance: Rachel Anticoli, Justin Kiesby, Lisa Johnson, Leisl Ludington.

Kudos were given by each board member to others who helped the Club. A common theme was to the volunteers for the Pig Run, the coaches of the race teams, Al for design work, Matt Muirhead for the canoe blessing and Theresa for straps, covers and accounting.

\*\* February minutes were approved. Kay abstained. \*\* \*\*March minutes were approved with two minor edits\*\*; Kay and Pam Meyers abstained.

Treasurer's Report. Theresa reported that the attached accounting reports are mostly up to date. We have approximately \$76,000 cash at this time (\$67,000 in checking and \$10,000 in savings). Sweet Okole has been added to our fixed asset list. Annual depreciation will come shortly – after consultation with Yoko.

To date, we have generated about \$24,500 in member dues: \$19k in race members, \$5.5k in recreational paddler dues.

The Pig Run event is not complete yet to ascertain if it was profitable, and to what degree.

\*\*The treasurer's report was unanimously approved.\*\*

Coaches Report. Head Coach Sabine Dukes was not in attendance. Theresa, one of the women's coaches, reported at most practices we have 6-9 boats in use, and they are thankful to the men who help provide steerers. On the men's side, Phil and Colin will spearhead the next two months of coordinating the men's team.

Recreational Paddling. Phil reported that he is tracking new paddlers. We have had 50 new paddling members since Jan of this year. Each Sunday, they use between 6 and 7 boats.

Phil asked that we all, and especially steers, clean boats, check rigging and ensure boats are covered after paddles.

The green Lapa cover (old cover) is being used as a temporary cover for other boats as Theresa makes improvements and repairs to other covers. Allison will make a temporary tag for that cover to avoid confusion.

Ocean Conservation. Allison reported on several opportunities she is exploring for avenues for the club to engage in ocean conservation.

There will be a habitat restoration event with the Coastal Watershed Council. This will take place on May 10<sup>th</sup>, from 10-12. Tai will make a team snap event for it.

\*\*The second topic was beach clean-ups through Save our Shores. The board decided to adopt Twin Lakes beach and will have 3 clean-ups per year: one in early July and one in early September. We will pay Save our Shores \$150 to adopt Twin Lakes beach.\*\*

The third is a special learning opportunity event at the Seymour Center in the evening. Allison will research the opportunities and coordinate with Tai.

Allison hopes that the OSC Ocean Advocacy will help our members become more educated and engaged with ocean conservation.

Newsletter. Amy announced that the deadline for the second quarter (2023) newsletter is May, 12th. Submit content to Amy and Bruce.

Equipment. Tai reported.

\*\*The board decided that OSC does not want to purchase any new singles at this time (OC1 or V1). We do not have the ability to store them, and find it difficult to maintain them.\*\*

The new Mirage OC6 is coming home Saturday, May 6<sup>th</sup>.

Makani was damaged in a pipe-lifting incident with the dredge. We will explore what needs to be done in terms of the repairs.

Lapa needs and will soon get gunnel repair.

Safety Check. Bruce reported that 3 of the 12 new radios has arrived. The board advocates that radios are left on to channel 16 while paddling. We will purchase additional dry bags so that we will have 12 dry bags and 12 radios.

Next Board Meeting will be on June 4<sup>th</sup> at 5:00pm.

# **Outrigger Santa Cruz**

## **Board of Directors Meeting**

### **AGENDA**

**April 30, 2023**

**Meeting time: 5:00pm – 7pm**

#### **CALL TO ORDER:**

Kudos Corner, one (brief) per attendee

1. Approve February and March minutes
2. Treasurer's Report – Theresa – 15 min
3. Junior Race Program – Rachel and Justin – 10 min
  - a. Budget for this program -- proposal
4. Coaches Corner – Sabine – 10 min
5. Rec Roundup – Phil - 10 min
6. Ocean Conservancy – Allison – 10 min
7. News letter Q2 content request – Amy
8. Store –
  - a. new jersey
9. Equipment –
  - a. Shall the club purchase another OC1?
  - b. Shall the club purchase a V1?
  - c. New mirage arrival date
  - d. Damage report for Makani, repairs for Lapa
10. Safety Check – Bruce - 10 min
11. Upcoming events - 10 min
12. Next BOD meeting

# Outrigger Santa Cruz

## Balance Sheet

As of April 30, 2023

	Apr 30, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	66,156.52
Savings Account	10,111.42
Total Checking/Savings	76,267.94
Accounts Receivable	
Accounts Receivable	-2,959.70
Total Accounts Receivable	-2,959.70
Other Current Assets	
Inventory Asset	2,019.85
Total Other Current Assets	2,019.85
Total Current Assets	75,328.09
Fixed Assets	
Club Equipment	
Bruddah Nappy	5,000.00
Canoe Hauling Trailer	9,500.00
Ho'omaikai	5,000.00
Hurricane OC1	2,000.00
Kaholo	18,000.00
Kai Malama Keiki	14,630.00
Kananimauloa	8,000.00
Kane Dave Dyc	20,900.00
Kikaha	25,251.50
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
Nate's OC1 - need name	1,000.00
OC2	2,000.00
Red OC1	1,500.00
Sweet Okole	7,000.00
Total Club Equipment	170,731.50
Depreciation and Amortization	-68,512.00
Total Fixed Assets	102,219.50
<b>TOTAL ASSETS</b>	<b>177,547.59</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	309.00
Total Accounts Payable	309.00
Other Current Liabilities	
Sales Tax Payable	41.66
Use Tax Payable	-13.65
Total Other Current Liabilities	28.01
Total Current Liabilities	337.01
<b>Total Liabilities</b>	<b>337.01</b>

**Outrigger Santa Cruz**  
**Balance Sheet**  
As of April 30, 2023

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	Apr 30, 23
Equity	
Opening Balance Equity	97,698.94
Unrestricted Net Assets	56,027.31
Net Income	23,484.33
Total Equity	177,210.58
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>177,547.59</b>

# Outrigger Santa Cruz Profit & Loss January through April 2023

	Jan - Apr 23	Jan - Apr 22	% Change
Ordinary Income/Expense			
Income			
CONTRIBUTIONS, GIFTS & GRANTS			
Amazon	9.77	12.66	-22.8%
Fundraising Income	0.00	140.00	-100.0%
MemberTax Deductible	690.00	505.00	36.6%
New Equipment Drive	0.00	7,725.00	-100.0%
Total CONTRIBUTIONS, GIFTS & GRANTS	699.77	8,382.66	-91.7%
MEMBERSHIP DUES & ASSESSMENTS			
Club Store Income	471.50	3,374.00	-86.0%
Membership-Race Dues	19,060.00	19,570.00	-2.6%
Membership-Rec. Paddler Dues	5,520.00	7,685.00	-28.2%
Pig Run Income	3,510.00	2,333.48	50.4%
Raffle Income			
Parking Permit Raffle	1,100.00	1,300.00	-15.4%
Total Raffle Income	1,100.00	1,300.00	-15.4%
Total MEMBERSHIP DUES & ASSESSMENTS	29,661.50	34,262.48	-13.4%
OC1 Rack Income	1,483.00	2,166.00	-31.5%
PUBLIC CLASSES & FESTIVALS			
Drop-In Paddle Fee	320.00	700.00	-54.3%
Team Building Workshops	0.00	135.00	-100.0%
Total PUBLIC CLASSES & FESTIVALS	320.00	835.00	-61.7%
Total Income	32,164.27	45,646.14	-29.5%
Cost of Goods Sold			
Cost of Goods Sold	315.36	2,138.43	-85.3%
Total COGS	315.36	2,138.43	-85.3%
Gross Profit	31,848.91	43,507.71	-26.8%
Expense			
ADMINISTRATION EXPENSE			
Bank Fees	10.00	15.00	-33.3%
CPR Certification for Coaches	0.00	390.67	-100.0%
Marketing	0.00	60.00	-100.0%
Merchant Fees	332.07	822.56	-59.6%
Race Program Webservice	149.99	129.99	15.4%
Supplies	674.08	0.00	100.0%
ADMINISTRATION EXPENSE - Other	0.00	199.98	-100.0%
Total ADMINISTRATION EXPENSE	1,166.14	1,618.20	-27.9%
CANOE AND TRAILER MAINTENANCE			
OC6 Repair/Maintenance	0.00	795.67	-100.0%
Total CANOE AND TRAILER MAINTENANCE	0.00	795.67	-100.0%
Club Store Expense	0.00	-6.93	100.0%
Contract Services	675.00	400.00	68.8%
HARBOR RENT			
Rent for Subleased OC1 Racks	1,262.73	1,644.58	-23.2%
HARBOR RENT - Other	2,567.28	3,349.48	-23.4%
Total HARBOR RENT	3,830.01	4,994.06	-23.3%
INSURANCE EXPENSE			
Liability Insurance - D & O	886.00	760.00	16.6%
Liability Insurance - NCOCA	300.00	200.00	50.0%
Property Insurance	621.00	0.00	100.0%
Total INSURANCE EXPENSE	1,807.00	960.00	88.2%

# Outrigger Santa Cruz Profit & Loss January through April 2023

	Jan - Apr 23	Jan - Apr 22	% Change
<b>MEMBER EXPENSES</b>			
Club Events Expenses			
Club Work Day Expenses	0.00	92.69	-100.0%
Total Club Events Expenses	0.00	92.69	-100.0%
Pig Run Expenses	0.00	2,032.81	-100.0%
Raffle Expenses	150.00	150.00	0.0%
Total MEMBER EXPENSES	150.00	2,275.50	-93.4%
NCOCA DUES	300.00	0.00	100.0%
PRINTING, POSTAGE & SHIPPING	182.00	0.00	100.0%
SMALL EQUIPMENT PURCHASES			
Safety Equipment / Radios	0.00	53.11	-100.0%
Total SMALL EQUIPMENT PURCHASES	0.00	53.11	-100.0%
Travel and Meetings			
Annual Safety Meeting	189.00	0.00	100.0%
NCOCA Race Clinic	0.00	20.00	-100.0%
Travel and Meetings - Other	0.00	50.00	-100.0%
Total Travel and Meetings	189.00	70.00	170.0%
Total Expense	8,299.15	11,159.61	-25.6%
Net Ordinary Income	23,549.76	32,348.10	-27.2%
Other Income/Expense			
Other Income			
Savings Account Interest Income	0.65	1.32	-50.8%
Total Other Income	0.65	1.32	-50.8%
Other Expense			
Ask My Accountant	66.08	-16,980.50	100.4%
Total Other Expense	66.08	-16,980.50	100.4%
Net Other Income	-65.43	16,981.82	-100.4%
Net Income	<b>23,484.33</b>	<b>49,329.92</b>	<b>-52.4%</b>

**Recap / Notes for OSC Checking Account Activity**  
**April 2023**

**INCOME ACCOUNTS & ASSOCIATED EXPENSES**

Category	2023 Budget			2023 Actual			Differential	Notes
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income		
Membership Dues	\$35,000	\$0	\$35,000	\$24,580	\$0	\$24,580	-\$10,420	
Rec. Drop-In Fees	\$1,500	\$0	\$1,500	\$320	\$0	\$320	-\$1,180	
Aloha Festival	\$1,000	\$500	\$500	\$0	\$0	\$0	-\$500	
MBX Income	\$12,000	\$10,000	\$2,000	\$0	\$0	\$0	-\$2,000	
Keiki Camp	\$2,250	\$600	\$1,650	\$0	\$0	\$0	-\$1,650	
Paddle Class	\$2,800	\$0	\$2,800	\$0	\$0	\$0	-\$2,800	
Donations/Fundraising	\$4,000	\$0	\$4,000	\$1,800	\$150	\$1,650	-\$2,350	
End of Season Party	\$4,500	\$3,500	\$1,000	\$0	\$0	\$0	-\$1,000	
Club Store	\$10,000	\$8,000	\$2,000	\$472	\$0	\$472	-\$1,529	
Race Income	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	
Race Clinics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Pig Run	\$2,500	\$2,250	\$250	\$3,510	\$0	\$3,510	\$3,260	
Hosted Regatta	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Junior Race Program	\$1,000	\$500	\$500	\$0	\$0	\$0	-\$500	
Subleased OC1 racks	\$5,400	\$5,250	\$150	\$1,483	\$1,263	\$220	\$70	
<b>Total Income</b>	<b>\$96,950</b>	<b>\$45,600</b>	<b>\$51,350</b>	<b>\$32,164</b>	<b>\$1,413</b>	<b>\$30,752</b>	<b>-\$23,429</b>	

**EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS**

Category	2023 Budget	2023 Actual	Differential	Notes
Harbor Rent	\$11,000	\$2,567	-\$8,433	
Equipment Insurance	\$6,500	\$621	-\$5,879	
NCOCA Dues & Insurance	\$600	\$600	\$0	
D&O Insurance	\$900	\$886	-\$14	
OC6 Repairs & Maint.	\$5,000	\$0	-\$5,000	
Small Boat Repair & Maint.	\$1,000	\$0	-\$1,000	
Trailer & Dolly Repair & M.	\$4,000	\$0	-\$4,000	
Canoe Painting & Re-Hab	\$10,000	\$0	-\$10,000	
Safety Equipment / Radios	\$3,000	\$0	-\$3,000	
New Equipment Purchases	\$0	\$0	\$0	
Admin Costs/ Officer Fund	\$4,000	\$1,348	-\$2,652	
Coaches Awards	\$800	\$0	-\$800	
Lighted Boat Parade	\$100	\$0	-\$100	
Community Outreach	\$250	\$0	-\$250	
Marketing	\$200	\$0	-\$200	
Travel / Meetings	\$500	\$189	-\$311	
Site Improvements	\$500	\$0	-\$500	
Contract Services	\$3,000	\$675	-\$2,325	
Exp. from income accts.	\$45,600	\$1,413	-\$44,187	
<b>Total Expenses</b>	<b>\$96,950</b>	<b>\$8,299</b>	<b>-\$88,651</b>	



## 2023 Budget Forecast

### INCOME ACCOUNTS & ASSOCIATED EXPENSES

Category	2022 Budget			2022 Actual			2023 Budget		
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income
Membership Dues	\$30,000	\$0	\$30,000	\$34,568	\$0	\$34,568	\$35,000	\$0	\$35,000
Rec. Drop-In Fees	\$1,500	\$0	\$1,500	\$1,440	\$0	\$1,440	\$1,500	\$0	\$1,500
Aloha Festival	\$1,000	\$500	\$500	\$0	\$0	\$0	\$1,000	\$500	\$500
MBX Income	\$12,000	\$11,000	\$1,000	\$0	\$1,078	-\$1,078	\$12,000	\$10,000	\$2,000
Keiki Camp	\$2,250	\$250	\$2,000	\$0	\$0	\$0	\$2,250	\$600	\$1,650
Paddle Class	\$2,800	\$0	\$2,800	\$2,800	\$0	\$2,800	\$2,800	\$0	\$2,800
Donations/Fundraising	\$4,000	\$0	\$4,000	\$10,680	\$998	\$9,682	\$4,000	\$0	\$4,000
End of Season Party	\$3,000	\$2,000	\$1,000	\$4,475	\$3,378	\$1,097	\$4,500	\$3,500	\$1,000
Club Store	\$5,000	\$2,500	\$2,500	\$7,556	\$590	\$6,967	\$10,000	\$8,000	\$2,000
Race Income	\$15,000	\$15,000	\$0	\$8,991	\$9,037	-\$46	\$15,000	\$15,000	\$0
Race Clinics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pig Run	\$2,000	\$1,250	\$750	\$2,378	\$2,155	\$224	\$2,500	\$2,250	\$250
Hosted Regatta	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Junior Race Program	\$1,500	\$500	\$1,000	\$300	\$0	\$300	\$1,000	\$500	\$500
Subleased OC1 racks	\$5,400	\$5,000	\$400	\$5,424	\$5,012	\$412	\$5,400	\$5,250	\$150
<b>Total Income</b>	<b>\$85,450</b>	<b>\$38,000</b>	<b>\$47,450</b>	<b>\$78,612</b>	<b>\$22,247</b>	<b>\$56,365</b>	<b>\$96,950</b>	<b>\$45,600</b>	<b>\$51,350</b>

### EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS

Category	2022 Budget	2022 Actual	2023 Budget
Harbor Rent	\$11,000	\$10,172	\$11,000
Equipment Insurance	\$5,500	\$4,486	\$6,500
NCOCA Dues & Insurance	\$950	\$200	\$600
D&O Insurance	\$800	\$760	\$900
OC6 Repairs & Maint.	\$5,000	\$6,278	\$5,000
Small Boat Repair & Maint.	\$1,000	\$98	\$1,000
Trailer & Dolly Repair & M.	\$2,000	\$0	\$4,000
Canoe Painting & Re-Hab	\$10,000	\$0	\$10,000
Safety Equipment / Radios	\$3,000	\$108	\$1,000
New Equipment Purchases	\$0	\$0	\$0
Admin Costs/ Officer Fund	\$6,000	\$3,360	\$4,000
Coaches Awards	\$800	\$707	\$800
Lighted Boat Parade	\$100	\$20	\$100
Community Outreach	\$250	\$0	\$250
Marketing	\$200	\$60	\$200
Travel / Meetings	\$500	\$70	\$500
Site Improvements	\$500	\$0	\$500
Contract Services	\$2,500	\$0	\$3,000
Exp. from income accts.	\$38,000	\$22,247	\$45,600
<b>Total Expenses</b>	<b>\$88,100</b>	<b>\$48,565</b>	<b>\$94,950</b>

\$3,500 for general admin & \$500 for the President's slush fund

Two years of tax filing

**Projected Net Income                      \$2,000**