

Outrigger Santa Cruz Board of Directors Meeting

February 25, 2024 Meeting time: 5pm – 7pm

Board Members in attendance:

Tai Boutell, Jean Bathke, Sabine Dukes, Kay Miyamoto, Eddy O'Connor, Allison Marino, Carter Jones, Doug Evers, Jenny Scala, Mike Glosny, Phil Crowley, Kim Chamlin

BOD Members attending by zoom: Pam Myers, Amy Miyakusu

A Quorum was present.

Members in attendance: Micki Karrer, Michele Pomeroy, Cheryl Golich, Gayle Bensusan, Jane McKenzie, Micki DeCamara, Rachel Antonli, Leslie Eurs

Kudos: Phil for Rec Paddle, Bruce for Safety Meeting, Carter for meeting venue, Allison for Seymour Center, Jenny for facilitating Zoom, Leisl for strength training class, Steering Credential team, Kim and All Coaching Support for womens racers steering class, Eddy for reminding people to chip in, Doug for Fitness Paddle, MakaNui for Holding Space when we were grieving Alyx.

Approve January minutes-

Kim moves to approve January 2024 Minutes, Carter Seconds, All approve in favor.

Treasurer's Report -

Theresa unable to attend. Tai reports we need to Increase Store budget by \$10,000 to \$12,500 for jerseys and upcoming orders.

Doug moves to approve the Budget increase, Jenny seconds the motion, All approved in favor.

Complaint – Phil

A statement was read by Phil in relation to a complaint.

No action was taken

Code of Conduct update

Ongoing discussion to add a sentence regarding harassment to the Code of Conduct, or to draft a Harassment policy on its own, or Both.

Jenny makes a motion to Add specific language to Code of Conduct now see language item 3 all members : "Avoid harassment of any kind". Allison seconds the motion, All agrees in favor. Code of Conduct was updated.

Steering Committee recommendations – Doug and committee

Committee members are Doug Evers, Tai, Mike Glosny, Lori Chavez, Rita Melamed.

Doug presents a thorough and detailed update to the Steering Accreditation Plan. Please see attached documents for all details. Note all changes and suggestions were made in Google Docs, all comments were noted. Cover letter included six recommendations that were made (refer to Cover Letter)

Accreditation document: eight steps on process to steering accreditation. Committee intention is to create a clear, concise, objective, path to accreditation in eight steps

-Edits to document language was discussed regarding a few details. Closed groups language noted, Edit suggested to the language: specific language identifying groups can be removed. They can be removed from the list- these groups can self recruit. "Introduction" they are listed as paddling groups. Remove line: "we expect you as a steersperson to support the . Keep the spirit of the language to give back to the club

-QUESTION: Add training program and endorsements for a double hull and the UL canoes- should these canoes require separate endorsement and training? Discussion. Points noted this type of training is often self governing, the learner pursues the additional training needed. Additional training? Guidelines? Specific suggestions are tabled for now in interest of time. Generally there is interest in this suggestion.

-REVISE Multiple Choice test and bring it back for approval. Agreed that the committee are apt to do a good job in redoing the test.

-Parameters in Supervisors - no parameters at this time. Recommended parameters in who can supervise: see item **(HELP HERE)**. All points are to minimize risk to the new steersperson. Direction is needed from the Board. Currently one can supervise from another boat. See notes.

-Create List of who is accredited and post the List on website. Recommended that the Head Coach make the list. She may delegate the task of making the list at her discretion.

Amy M makes a motion to adopt and approve the changes as presented, Carter seconds the motion. All Approve.
The cover letter will be adopted. The UL and double hull training endorsements will be developed, the committee will return with follow up detailed recommendations for a clear process for steering persons to become accredited to steer UL and double hull canoes.

Club survey 2023 – Jenny S, Kim, Eddy

-See notes for purpose and intent for Survey, and for all results and details. Survey results have been prepared in attached PDF.

-Noted the survey received 97 responses. Considered to be a high rate of response.

-Kim, Allison, Sabine, and Tai wrote the survey. Jenny, Mike and Eddy reviewed and presented the results.

-Discussion and presentation regarding data overview. Please see attached for response rate regarding who responded, age, gender, programs participated in etc. See survey notes for all details.

-Some ratings and feedback are not understood which programs the comments are associated with. They were open responses.

-Eddy reviews open responses regarding NCOCA, Community; useful information that needs to be taken in context.

-Noted for Next Survey there is a need to generate data and not opinions. Comments are difficult to track.

-Overall: the responses were high, indicating a sense of community, caring, commitment, openness to newcomers. Appreciation noted for Dave Loustalot, for Women's Coaching staff, methods and support.

-See notes slide 27 suggestions for improving the club. Slide 28 as well.

-Purpose at this time was to present the data.

-Follow up for Survey Suggestions: Survey follow up will be on the next agenda, BOD Members to bring suggestions to next meeting. Each Board member please review, and send ideas/ thoughts to Jenny, for next Board meeting. Jenny will direct BOD members how to share their ideas on what to move forward prior to the next meeting so that we can get into next steps and planning discussions at the next meeting.

-Sharing of Results to the club? Survey team will condense results, review, and create a document that can be shared with membership. Jenny will send an update to the club with our proposed next steps that will include eventually sending out a summary document once we also have determined next steps.

Coaches Corner – Sabine

-Consensus reiterated for the need to create a formal Harassment Policy document. The Harassment policy for the Equal Rights Org Workplace Equality standard as a template for our document and harassment guidelines.

-Coaching 2024 year ahead: presentation of framework for all race teams that all teams will adhere to. She reviewed with Dave Loustalot for the Men's Program

-Sabine reviewed statement she and Dave are using regarding a culture of Inclusivity, Objectivity and Transparency

-Sabine and Dave will work together, however Sabine won't manage the details of the Men's program

-Possibility of monthly coed practices, two practices held back to back on a Saturday, monthly.

Ocean-Conservation Chair – Allison

-Surfrider beach clean ups: Which beaches, and what time of day? Plan to coordinate with Surfrider, Seabright/ Twin Lakes, Saturdays at noon, and also a day with high need (4th of July, Labor Day).

RecRoundup–Phil

Item Deferred

Equipment Report – Eddy

Item Deferred

New canoe update- Tai

- \$10,000 fundraising has come in, donations will close next month. Canoes order goes in by 3/15, we need to include graphic, including butterfly iconography to memorialize Alyx.

-Color and Motif discussion: White with Turquoise? What colors? Orange Monarch. Alyx's club in Hawaii (Hana Canoe Club) has made a donation and will send bird graphic for us to include.

-Club member Micki and BOD member Carter will coordinate talent with AI and head up committee to design canoe and jersey motifs.

NCOCA 3/3 Symposium, need at least one BOD member to attend paddler symposium. Sabine will go, Allison will join.

March Lecture Series and Calendar Items-

-March 1: Steering clinic with Matt and Kim 5-7p at the Harbor Room

-March 9: Intro to racing - we are nearly at race capacity, Sabine may not do an intro to racing or actively recruit. Agreed to do a Habitat Restoration Day, and also de-rig the Double Hull instead of Intro to Racing Day.

-Safety clinics -- Bruce

-History of OSC -- Leslie

-Pig Run 4/28

-She is Beautiful 5/11 OSC will volunteer Jenny will put something out

-Shared Adventures 7/13

Next BOD meeting

-Discussion: Schedule for the year ahead? Change meeting day and not have them on Sundays? Change location to SCCP Community room? Community foundation? Move to Mondays?

Move to Mondays. Tai will work with Carter on dates, or Community Foundation

Eddy moves to adjourn the meeting and Carter seconds the motion. All agree.

Outrigger Santa Cruz
Board of Directors Meeting
AGENDA
February 25, 2024
Meeting time: 5pm – 7pm

CALL TO ORDER:

Kudos

1. Approve January minutes
2. Treasurer's Report – Theresa - 15 min
3. Complaint – Phil – 10 min
4. Code of Conduct update – 10 min
 - a. See attachment
5. Steering Committee recommendations – Doug and committee – 30 min
6. Club survey 2023 – 20 min
7. Coaches Corner – Sabine – 10 min
8. Non-profit chair – Jenny – 15 min
9. Rec Round up – Phil – 10 min
10. Equipment Report – Eddy – 10 min
11. New canoe update
 - a. Fundraising drive
 - b. Ordering
 - c. Graphics for canoe and jersey
12. NCOCA 3/2 clinic, need at least one BOD member to attend
13. March Lecture Series, 5 events – 5 min
 - a. March 1 – Steering clinic with Matt and Kim
 - b. Safety clinics -- Bruce
 - c. History of OSC -- Leslie
14. OSC Calendar items
 - a. March 9 -- intro to race
 - b. March Maddness – every Friday
 - c. Pig Run 4/28
 - d. She is Beautiful 5/11
 - e. Shared Adventures 7/13
15. Next BOD meeting

2024 Budget Forecast

INCOME ACCOUNTS & ASSOCIATED EXPENSES

Category	2023 Budget			2023 Actual			2024 Budget		
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income
Membership Dues	\$35,000	\$0	\$35,000	\$37,920	\$0	\$37,920	\$38,000	\$0	\$38,000
Rec. Drop-In Fees	\$1,500	\$0	\$1,500	\$1,120	\$0	\$1,120	\$1,200	\$0	\$1,200
Aloha Festival	\$1,000	\$500	\$500	\$0	\$0	\$0	\$1,000	\$500	\$500
MBX Income	\$12,000	\$10,000	\$2,000	\$0	\$0	\$0	\$1,000	\$1,000	\$0
Keiki Camp	\$2,250	\$600	\$1,650	\$0	\$0	\$0	\$2,250	\$500	\$1,750
Paddle Class	\$2,800	\$0	\$2,800	\$3,600	\$0	\$3,600	\$3,600	\$0	\$3,600
Donations/Fundraising	\$4,000	\$0	\$4,000	\$7,024	\$150	\$6,874	\$21,000	\$0	\$21,000
End of Season Party	\$4,500	\$3,500	\$1,000	\$3,605	\$3,212	\$393	\$4,500	\$4,500	\$0
Club Store	\$10,000	\$8,000	\$2,000	\$13,808	\$10,117	\$3,691	\$5,000	\$2,500	\$2,500
Race Income	\$15,000	\$15,000	\$0	\$17,012	\$16,832	\$180	\$15,000	\$15,000	\$0
Race Clinics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pig Run	\$2,500	\$2,250	\$250	\$3,555	\$2,712	\$843	\$3,500	\$3,000	\$500
Hosted Regatta	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Junior Race Program	\$1,000	\$500	\$500	\$680	\$16	\$664	\$1,500	\$1,500	\$0
Subleased OC1 racks	\$5,400	\$5,250	\$150	\$5,017	\$5,241	-\$224	\$5,800	\$5,500	\$300
Total Income	\$96,950	\$45,600	\$51,350	\$93,341	\$38,279	\$55,062	\$103,350	\$34,000	\$69,350

EXPENSES NOT ASSOCIATED WITH INCOME ACCOUNTS

Category	2023 Budget	2023 Actual	2024 Budget	
Harbor Rent	\$11,000	\$11,020	\$12,000	Assumes 5% increase in April and no new canoes
Equipment Insurance	\$6,500	\$6,163	\$8,000	
NCOCA Dues & Insurance	\$600	\$600	\$600	
D&O Insurance	\$900	\$886	\$900	
OC6 Repairs & Maint.	\$5,000	\$5,971	\$8,000	
Small Boat Repair & Maint.	\$1,000	\$644	\$2,000	
Trailer & Dolly Repair & M.	\$4,000	\$3,186	\$2,000	
Canoe Painting & Re-Hab	\$10,000	\$0	\$10,000	
Safety Equipment / Radios	\$3,000	\$2,099	\$2,000	
New Equipment Purchases	\$0	\$7,000	\$30,000	
Admin Costs/ Officer Fund	\$4,000	\$3,372	\$4,000	\$3,500 for general admin & \$500 for the President's slush fund
Coaches Awards	\$800	\$318	\$800	
Lighted Boat Parade	\$100	\$0	\$100	
Community Outreach	\$250	\$0	\$250	
Marketing	\$200	\$0	\$200	
Travel / Meetings	\$500	\$249	\$1,000	
Site Improvements	\$500	\$0	\$500	
Contract Services	\$3,000	\$675	\$3,000	Two years of tax filing
Exp. from income accts.	\$45,600	\$38,279	\$34,000	
Total Expenses	\$96,950	\$80,461	\$119,350	

Projected Net Income **-\$16,000**