

**Broad Run Crew  
Board Meeting Minutes  
January 15, 2020  
Broad Run Library at 7:30 pm**

**Attendance:** Aimee Love, Carolyn Galleher, Lisa Codella, Trisann Casamiquela, Martha Raterman, Tom Cooney, Mike Love, Flower Nguyen (late arrival)

**Call to Order** (Carolyn Galleher)

**Ongoing Business**

**1. Budget update:**

- Need to transfer checking account from Mike Reynolds to Lisa Codella. Flower, Mike & Lisa will coordinate.
- Coach commitment contracts: Contracts need to be completed & signed by coaches.

**2. Equipment**

- What is amount approved for Mike to spend on equipment now? Need input from Flower.
- Paint Oars. Tom Cooney is working with Finish Line to get a final price/schedule.
- Contact Mt. Vernon Crew Team to see if they have any equipment to sell? Tom Cooney contacted them. He's waiting to hear back.
- Martha will contact Ryan Young about use of school vehicle for towing our boats.
- Follow up with Riverside about purchasing one of our trailers/boats (Dave Burke).

**3. Algonkian Site Changes**

Mike gave an update on the site changes for the crew teams at Algonkian Park. Each team will be designated a specific area for equipment (trailers, boats, etc.) This will require equipment to be moved. All boats must be identified with an inventory sheet & turned into the Park.

- The equipment/shed should be moved by 3/01/2020.
- Dock Day to sort & remove broken pieces is 2/29/2020.
- The dock will be put into the water on 3/07/2020. Need volunteers to help.

#### **4. Uniforms & Hats (Extras)**

- Jodi Lutz/Aimee Love will order 2 extra girl uniforms (Med & Large) and 2 extra boy uniforms (Med & Large)

#### **5. Fundraising**

Discussed the current planned events:

##### **Erg-A-Thon**

- Date for the Erg-A-Thon is 3/05/2020 from 4:30-9 pm. It will be a family night with Pizza and signups for VASRA Volunteers.
- Money will be collected on 1/23/2020 and 1/25/2020 for first round of prizes.
- Money will be collected on 2/20/2020 and 2/22/2020 for second round of prizes.

##### **ZUMBA**

- Fundraiser will be held on 2/08/2020 from 2-3 pm at The Fitness Equation One Loudoun. Several Crew Team members will be needed as volunteers.

##### **Rock-N-Claw Fundraiser**

- Need a flyer created.
- Rowing Machines
- Karaoke

Additional Fundraising Events in planning:

- Brewery – Need to schedule a date (March/April)
- Casino night at a brewery.

#### **6. VASRA**

- Need to update contacts on the spreadsheet – add new coaches. (Martha)

#### **7. New Crew Team Member Interest Meeting**

- An interest meeting will be held on 2/13/2020 at 7 pm in the BR Library.
- Martha will reserve the library.
- Need to update flyer, send to PeachJar, Boosters.

#### **8. Mandatory Parent Meeting**

- We will hold a mandatory parent meeting on 3/11/2020 at 7 pm in the library. This meeting is after team tryouts. Items to be discussed include Regattas, VASRA Volunteers, and Hospitality.

### Action Items

WHO	ACTION	DATE NEEDED BY
Flower/Lisa	Transfer Checking Account to Lisa	ASAP
Flower/Lisa	Meet to discuss budget	ASAP
Flower/Mike	Complete/Sign Coach Contract	1/31/2020
Flower/Sathy	Complete/Sign Coach Contract	2/15/2020
Flower/Mike/Sathy	Determine Time Commitment	2/15/2020
Flower/John	Complete/Sign Coach Contract	
Flower	Submit request to the Boosters for funding new shoes \$2000	1/24/2020
Mike	Contact Ben to determine his status for the Crew Season	1/31/2020
Mike	Contact Pete to determine his status for the Crew Season	1/31/2020
Crew Team	Distribute Crew Interest Flyers at School	2/05/2020 2/10/2020
Flower	ZUMBA (2/15/2020) Need to setup a SQUARE so that it's attached to team credit card. [John Casamiquela is donating 2 SQUARES.]	2/08/2020
Carolyn/Aimee	Post ZUMBA Flyer on PeachJar	ASAP
Carolyn/Aimee	Post Crew Interest Meeting Flyer on PeachJar	2/01/2020
Jodi Lutz?	Create a Rock-n-Claw Fundraiser Flyer	2/13/2020?
Jodi Lutz	Update Crew Interest Meeting Flyer	ASAP
Team/Coaches/Parents	Dock Day to sort/remove bad pieces of dock materials	2/29/2020
Flower/Mike	Inventory/Label Equipment at Algonkian. Identify with inventory sheet & turn in to Algonkian.	03/01/2020
Team/Coaches/Parents	Move equipment/shed at Algonkian.	03/01/2020
Martha	Reserve Cafeteria for ERG-A-Thon (3/05/2020)	ASAP
Martha	Reserve Cafeteria for Crew Interest Meeting (2/13/2020)	ASAP
Martha	Reserve Library for Mandatory Parent Meeting	ASAP
Team/Coaches/Parents	Dock IN. Put dock in water.	03/07/2020
Carolyn/Aimee	Notify Crew Parents about Mandatory Meeting on 3/11/2020. (TeamSnap)	?
Jodi Lutz/Aimee	Place order for extra uniforms/hats	ASAP

Martha	Update VASRA Spreadsheet to include new coaches.	
Tom Cooney	Work with Finish Line to have Oars painted.	ASAP
Flower	Give Mike a budget to spend on equipment now.	ASAP
Dave Burke	Follow up with Riverside about purchasing one of our old trailers/boats	unknown