



## **Board of Directors**

**December 16, 2015**

**Eureka, CA**

### **Meeting Minutes**

#### **1. Roll call and Minutes:**

Present: Jerry, Jeanne, Laura, Mary Claire, Cassandra, Scott, Lorraine and guest, Katie Cranfill of Bayside Bookkeeping.

Cassie motions to approve Aug. 24 minutes. Sueane seconds. All in favor. Approved

Cassie motions to approve Nov. 9 minutes. Sueane seconds. All in favor. Approved

#### **2. President's Report:**

- Jerry invited Katie Cranfill of Bayside Bookkeeping to attend our Board Meeting this evening. After introductions, she gave a brief overview of what her services entail. She does the bookkeeping for another local non-profit youth organization and is very familiar with the process.  
Sueane makes a motion to proceed with hiring Bayside Bookkeeping, pending condition of contract, which Katie will provide for approval.  
Laura seconds. 3 in favor. 1 opposed. Motion approved.  
Katie will email us a contract on Dec. 17, 2015.
- Jerry expressed the need to rescind our previous motion regarding our status with HAF because we do not have the funds to keep their required \$10,000 minimum in an account.  
Sueane makes a motion to rescind the previous motion to switch to a Humboldt Bay Rowing Program Fund with HAF, and to keep our current status with them.  
Jeanne seconds. All in favor. Approved.

Sueane makes a motion to change the trustee status for the HAF fund to be a position in which the HBRA Board President or Vice President can be signers for the program fund disbursements.

Cassie seconds. All in favor. Approved.

- Jerry reports that he is working on getting insurance for the new solar system which has been installed at the boathouse.

### **3. HBRA Website:**

Jeanne demonstrated the ease of using the new Muse web program. She will talk to Scott (he had left the meeting at the time this topic was brought up) regarding having him be the account holder. This service will cost \$20/month.

### **4. HBRA Policies and Fees:**

The board discussed the need for setting some clear policies in place to ensure that the Board, coaches, parents, rowers and bookkeeper are all equally informed. A small group (Lorraine, MaryAnn, Sueane, and possibly others) will get together after the holidays to begin discussing and drafting these policies.

### **5. Financial Report:**

- Sueane reports that monies from the Piggybackr fundraiser should be in the Coast Central account. The fundraiser earned close to \$18,000.
- Sueane makes a motion to allow Lorraine to spend \$200 on advertising. Cassie seconds. All in favor. Approved.

### **6. Equipment Needs and Priorities:**

- Scott reports on options for new quad. He has looked at Fluid Designs and Vespoli. After discussion and hearing the pros and cons:  
Sueane makes a motion to allow Scott to proceed with purchase of a new Fluid straight quad, at either \$20,000 or \$23,500. Laura seconds. All in favor. Approved.
- Jerry will pay for the Flyweight and the Bridges from the HAF fund. He will also be contacting Marty Kimbell regarding payment for the Van Dusen.

**Adjourn**