

**Bair Island Aquatic Center
Board Meeting
November 14, 2007 (Wed) 7:00 pm
*Minutes***

Attending: Doug Karlson, Peter Allen (hosting), Mike Martinez, Ram Fish (via Skype), Alexandra Ohlson, Fiona Ashley. **Absent:** Dan Alexander.

*** Prelude**

- Review and approval of last month's minutes – done.
Next board meeting: Wed December 19, 2007 at 7pm (chez Doug's)
- Address the Board – Fiona and Alexandra present Ram's Committee proposal
General membership and program discussions ensued. See addendum below.

*** Financials**

- Review financials of the last month
Current balance is about \$113,000 in general acct. 40.0K remains in Rebuilding Fund.
Need to stay on coaches and membership invoicing. (DA)
- Approve budget for upcoming months
Equipment purchases – shell prioritization (one four + repairs)
North Fence and Tenants ramp on hold until Use Permit clears.
Plan on \$4.3K for ramp and unknown for new four and double.
- Fundraising plans
Fall Regatta team is in full swing. 131 entries received. Days to go!

*** Facilities**

- Marina management
Legal document for tenant agreements is still in circulation to the board. (DA)
Aluminum replacement tenants ramp – place order at \$4300. (MM)
Container roof needs fascia around the edges before sealing. (MM)
Flooring treads for stairs have arrived. (MhG)
Combo lock installed (default = 12345)
Teresa's cleaning service is great, but water bottles abound.
Bid proposal for north fence at \$3.7K. Please proceed with permits. (MM)
Need a 3' transition skirt at the base of the ramp – quote requested. (MM)

- Equipment status

Looking to purchase 1 used 4+ (Sweep team). Fix old ones too (esp Sandpiper).
One launch in service. One engine in shop. Another (launch and motor) being finished.
Want to sell Starline & Pocock 2X shells. Buy Maas 2X [DA].
Oar lockers need work before winter. See

www.gobair.org/rebuilding/Boatyard/oarlockers.html

- Permits, policies, contracts and compliance.
Use Permit Application – submitted and still in process (no known issues) (DK, PA)
- Future plans (land, building, parking, docks)
Refurnishing phase continues steadily (www.gobair.org/rebuilding/refurnishing.html)
* Salt Works Redevelopment planning sessions continue - BIAC's presence is known.

* **Community**

- Programs (Paddling, Rowing)
Lighting safety in twilight hours seems to be working.
Stanford Paddlers have been contacted about future site use. (MM)
- Volunteers & coaches
Rhett and Ram's proposal for active committee's is a high Board priority now.
- Tenants and members status
Nothing new.
- City and Port relations
Patience: No news from Cemex on a renewable 10 year lease for BIAC. (FA)

* **Communications**

- Upcoming events
Fall Regatta = Sunday November 18, 2007.
Corkscrew Regatta is unscheduled yet. December 9th proposed: High=11:34 AM @8.2'
BIAC Holiday Party – Women's sweep planning for February '08.
- Web site and Yahoo group report
Web site continues to be updated by Pma.
- Newsletter
October 2007 Bair Picayune newsletter published!
See www.gobair.org/news/newsletter/newsletter_archive/BAIR_Picayune_Fall2007.pdf

Addendum to BIAC Board Meeting

Submitted by Alexandra Ohlson from Address the Board:

We discussed Ram's proposal to **develop and use committees** to coordinate running BIAC. The board would have a representative on each committee. Overall the board agreed to the plan and that this would have happened sooner if not for the massive Rebuilding Day effort. There is a need to move the culture of BIAC to be more business-like and less casual. We recognized that this will take some time. We discussed a couple of implementation details about the proposal but the board agreed that we should get started under this model and we can adjust as necessary.

Related topics that came up:

1) **Relationship with junior programs:** set up the relationship to better reflect the lessor/tenant arrangement. Get out from under the "special agreements" that allow for reduced rent in return for boat borrowing, etc. We like to have the juniors in the boat yard but the board agreed that we need to have year-to-year written agreements. We need to make sure that we're meeting the needs of the junior programs AND we need to make sure that the juniors are adequately paying for resources used. Ram will head this up.

2) **Financials:** We talked again about switching to a fiscal year membership policy (instead of current rolling membership policy) in order to better track and collect. We still need to offer a 3 month membership option, but the only other option would be yearly. We'll pick one fiscal year and if you join late in a year, you'll pay a pro-rated amount (although we probably want to round to some obvious chunk, like quarters or half-years). We also discussed tracking membership; particularly in solo programs like sculling. This led to a discussion of tracking volunteer hours which got lost in the last year. We also need to provide a buy-out option AND we need to track and collect. We still need to figure out what our budget is for equipment in order to make sure membership fees are adequate for basic operating costs and to allow the sweep ops board to budget and plan for capital management. Doug pointed out (rightly) that the sweep ops board can put together an equipment plan independent of having this information although the end result may need to adjust to the reality of what funds are available. For the sake of a working starting number, we'll use \$25k.

3) Ram's Committee Proposals

Proposed committees: **Facilities, Equipment, Finance, Marketing, and Programs**

Points of discussion

- Marketing Committee: Regatta committee will stay under this heading but this does not mean the marketing committee needs to execute. They will simply track the regatta committee which will operate as usual "Fixture Foundation" will live under facilities

Action Items:

Ram can get started working with the junior organizations immediately.

The sweep ops board will work to finish their equipment plan.

Dan will work on getting the equipment budget figured out.

Still open is how and how soon we will implement Ram's proposal.