

**Bair Island Aquatic Center
Board Meeting
December 16, 2009 (Wednesday) 7:00 pm
*Minutes***

Attending at BIAC: Carol Olson (hosting), Stephen Sakai, Ram Fish, Adrienne Moore, Mike Martinez
Also observing: Peter Allen, Pat Worthington, Chuck, Bonnici, Julie Powelson, Loraine Carnage, Susan Adams

Prelude

Topic	Discussion	Actions & Decision
Last month's minutes	None	Pending approval. Stephen to send out link
Next board meeting:	Wednesday January 20, 2009 at 7pm	Place TBD

Financials

Basics	Financial summary provided by Carol. Total cash = \$135k. ~\$28k remains with Citibank, ~\$65k Stanford Fed. Credit Union, ~\$42.5 in savings/Rebuilding fund.	Uncleared checks of 17.5k (quad, filipi, oc-6, and others). Resulting in ~118k available balance - Does not include undeposited funds and AR.
Budget	Carol has been reviewing the proposed budget for the past 2 weeks. Goal is to clean up and simplify the budget.	- Board met Wed 12/09 and drafted a break-even budget. - Budget unanimously approved at this meeting
Current spending	Ear tagged current monies from 2009 for 2010 budget.	Paddling Program – \$9,800 Launch – \$7,000 Quad (Filipi) – \$9,000
Office Management	Catherine has resigned – new accountant needed. QB has not been updated since mid November. Categories are stored in the Stanford Credit Union account in Quicken. Information needs to be transferred in QB.	- Carol will meet with potential accounting candidate next week to review BIAC's QB. Option is also open to anyone who may be interested. - Next board meeting Carol and Ram will have a plan for book keeping process as well as work with Claire on current and new process.
Property tax	Question on property tax.	Carol and Ram to follow up with property tax.
Insurance	Claire has sent reminders regarding site and equipment insurance.	- Need to review list of insured equipment - Stephen to send Pat and Mike list of insured equipment.
Lease	- We have a signed lease. \$1,750/mo for BIAC and \$750/mo for storage yard. - Currently owe 5 months rent (\$12.5k).	- Trade rent for facility improvement. First option is to repair the flap gate for an estimated 12-13k. - Will discuss other repairs at next board meeting
US Rowing Association	Need to renew membership	- Ram to complete paper work

Fundraising plans

Fall Regatta	BIAC Fall Regatta concluded	A great success. Final numbers coming soon.
BIAC equipment sell/buy proposal	Shortage of fours. Possible solution is to sell old equipment. Oars in the back, few Aeros, possible sell (1,100) x 5. Benefits is to gain \$\$ as well as clear up space in yard.	- Chuck to fwd list of possible equipment to sell to Adrian. Chuck will also follow up with program leads and coaches to review requirements.

Facilities & Marina

Soda Machine	Machine installed with healthy beverages. Vote was 50/50	Review at next meeting. <Ram to provide numbers>
Launches	Fourth launch needed ASAP (4 coaches sharing two launches today) Third launch needed back from repair.	Budget = \$7K motored. MikeM heading to L.A. this Friday to inspect and hopefully purchase a launch.
Storage Lot	Proposal by MikeM for a 53' container purchase. \$3K	- Container Scheduled to arrive next week. - Mike will notify Ram when divider wall is built.
Flyweight	Proposal by Pat proposes to purchase fly weight (Maas) \$2,700	- May be already sold.
Rack Space	Need additional rack space. Mike Sullivan reports singles in the back of the yard are functional. No space on current aero rack.	- Review singles and Chuck will help with 8's
Mike Still	Mike Still's houseboat. City has inspected the house boat and sent a notice to Mike Still and Peter regarding repair or removal option.	- Mike to retrieve quote for disposal of houseboat - Ram and Peter to notify Mike Still regarding urgency to repair or remove due to city compliance

Programs (Paddling, Rowing)

Membership	Masters: Members: Paddlers=67, Scullers=89, Sweep=96, Other: NorCal=80, Serra=35, CDBA=fixed rate	
Quad purchase	Filippi quad: Check cut for purchase, not yet cashed. Delivery date?	
Ergs	MarshaA extends an offer from Concept2 \$850/erg	Passing.. no ergs.
Volunteers & coaches	Two open projects: 1) BIAC signs on Maple Ave 2) Stickers to label BIAC common fleet (logos & numbers)	1) StephanieP is on this. Please ask Stephanie sign. 2) MikeM to bring labels from home.
Program Leads	See note below on Equipment Maintenance	
Equipment Maintenance	No more blank checks on maintenance. \$20K last year was too much. Maintain appropriately – not ahead of schedule nor to failure.	Need to communicate this to Program Leads <Ram>. PL's need to propose spending needs to the year ahead. In Progress
Novice program	Novices need a good eight	
Training Equip.	Pat proposes buying Plyo Metric balls and other training gear for \$600	Purchased ½ of the equipment.
Shoes on Dock	New Container bin by Oar stand holds shoes while out on the water.	- Post sign saying “No Shoes on Dock”. <MikeM> - Email to Junior Coaches <RAM>
Need more slings	Our ten year old boat slings are wearing out. Need a dozen pairs.	Pending budget approval

City and Port relations	Board and Future Foundation continue to discuss and propose expanded facility and services possibilities.	Jeff, Peter, Carol, Ram crafting a proposal.
Paddling	Sent check for deposit for Mirage, submitting deposit for Lightning.	Will submit deposit request for Pogue Sports canoe.
Learn To Row	LTR 2010, goal is to grow LTR. Starting time will be mid-April, with potential end time at August.	- Possible spring regatta to feed into LTR.

Communications

Website	No News	Peter continues as BIAC Webmaster
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