

**Bair Island Aquatic Center  
Board Meeting  
May 16, 2007 (Wed) 7:00 pm  
*Minutes***

**Attending:** Maryhelen Greaves (hosting), Doug Karlson, Peter Allen, Mike Martinez, Dan Alexander, Chris Jasper, Pat Worthington, Susan Tiner, Norm Newhouse

**\* Prelude**

- Review and approval of last month's minutes – done.  
Next board meeting: Wed June 20, 2007 at 7pm (@DanA = 262 Creekside Dr. PA)
- Address the Board

**\* Financials**

- Review financials of the last month  
Two P&Ls this month (April and May). Current balance = ~\$121,944  
Rebuilding Campaign funds are likely included in this balance.  
Request to create separate QB file for Rebuilding funds. Consult Accountant first (MhG)  
***New book keeper hired! (+office manager)*** = Susan Tiner (susantiner@rcn.com)  
Susan authorized for 4 hours per week of books/office work.  
Request to merge FileMaker DB into Quick Books DB (ongoing).  
Request by Susan to FTP monthly audits to web site: Pma to set Susan up (BoD too).  
BIAC Admin team is in flux. Oversight, roles, backup. (MM)  
Serra is due now to pay their Spring fees (email Cass – MhG). Same for NorCal (DK).
- Approve budget for upcoming months  
Refurnishing funds for bathroom and tenant mailboxes.
- Fundraising plans  
Need to verify that all Fall Regatta & Holiday Party funds are received (FA, JA, MhG).  
Rebuilding Campaign is in full swing. \$56,500 received and \$25K more pledged.

**\* Facilities**

- Marina management  
Legal document for tenant agreements is ***complete*** but needs circulation. (DA)
- Equipment status  
Looking to purchase 2 used 4+ (DA).  
Could sell S101(FA), S103 and buy two used Aero's from OWRC (DA- has invoiced us)  
Third launch desired (spare + CDBA share), trade in motors for EFI motors (MM).  
Used Kaschper acquired and given to Mike Sullivan. (DK)
- Permits, policies, contracts and compliance.  
Temp Permit received from RWC for Rebuilding Day. Inspector was on site.  
Note: Our Use Permit expires in October. We will need a new one.
- Future plans (land, building, parking, docks)  
Rebuilding Day complete, successful, and the **Refurnishing** has phase begun.

## \* **Community**

- **Programs (Paddling, Rowing)**  
LTR starts May (DA, MK). Dan proposes Jennifer Fuller as a coach. CDewey also.  
Sculling program is in need of coaching and certification personnel.  
RTP accountability in 6 months requires progress report on our At Risk programs. (DK)  
Stanford Paddlers are on hold as a program (funds and members). (MM)  
Need to ask each program lead for full membership and waiver status. (MM resent)
- **Volunteers & coaches**  
Jenny (now engaged) will be coaching the Novice program.
- **Tenants and members status**  
No news.
- **City and Port relations**  
Cemex is still drafting a renewable 10 year lease for BIAC.  
RWC Temp Permit worked great. Need RWC to close inspection with us.

## \* **Communications**

- **Upcoming events**  
BIAC Open House needs planning. (mid June?)  
Webcor Appreciation Day needs to be planned (July?)
- **Web site and Yahoo group report**  
Web site continues to be updated by Pma.  
Request to create a new member packet: Waivers, Parking, Programs, etc. (Mh)
- **Newsletter**  
Last newsletter (Bair Picayune) published March 2007. Next = June?