

**Bair Island Aquatic Center (BIAC) Board Meeting Minutes
October 18, 2003, 7:07-9:07pm**

Present:

Board Members: David Abraham, Mike Martinez, Dave Jensen, Victoria Szabo

Others Attending:, Sue Rowinski, Laura Foster, Janiece Prieur, Eric Nguyen, Brian Dour

Meeting called to order 7:07 pm.

Minutes: Minutes approved.

Finance Discussion of club tax situation and need for filing by November 15, 2003. Discussion of dues payment under credit card system.

Action Items:

- KA to follow up with John Leydra in getting taxes up to date.
- JP will install new version of Quickbooks on BIAC computer and update records. VS will help JP with install as needed.
- JP will follow up on credit card implementation plan with use of new QB.

Facilities and Site: Discussion of dock hardware, floats, and repair plans. Discussion of strategies for keeping membership informed. Update on non-BIAC equipment and movement of trailers to make parking space. Discussion of crowding on docks.

Action Items:

- KA will write article for the newsletter on the dock plans.
- MM to follow up on fence agreement for labor/construction
- KA will convene group to discuss dock traffic issues and scheduling

Programs: Discussion of Sculling program coaching, Nora Cain's role with intermediate scullers..Discussion of CDBA/Dragonboating agreements and club's plans short, intermediate, and long-term related to dragonboating, overall club development. Discussion of club communication around Board planning.

Action Items:

- DA, MM will continue to work with Ken Hong on CDBA plans and communications.

Administration: Discussion of Interim Recruitment Coordinator job description and plans for how this person will work with the club. Beginning discussion of future staffing needs as club develops in youth rowing, youth paddling, adult rowing and sculling, and adult paddling. Cost scenarios for various job configurations.

Action Items:

- DA will post revised job description to BIAC email list

Regattas: Kevyn Allard reported on Redhead plans: sponsorship, docks, tshirts, vendors for concessions, volunteer management.

Action Items:

- KA to continue working with KH and other volunteers on Redhead plans!

Communications: Discussion of newsletter and need for content providers to step up, strategies for gathering information.

Action Items:

- VS to work with CC and WW plus Comm group on newsletter, website plans

Meeting Adjourned 9:07pm.