

Spartan Alumni Rowing Association

Annual General Meeting Minutes

March 23, 2019

I. Call to Order

- a. Doug Rathburn called to order the regular meeting of the Spartan Alumni Rowing Association (S.A.R.A.) at 12:06 PM on March 23, 2019 via teleconference.

II. Roll Call

- a. The following persons were present: Tim Marcovy, Tom Hudak, Kevin Cronin, Steph Merlino, Emily Schnittman, Luke Fakult, Elizabeth Tobin, Aaron Marcovy and Doug Rathburn. The following persons were present on the teleconference: Fraser Hewson, Colleen Kennedy, Abby Sevier, Lauren Boucher, and Chris Sheridan. Guests from the student rowing club included Ian Steiner and Sam Nutt.

III. Presidents Report – Doug Rathburn

- a. Donations & Endowment
 - i. Donations and fundraising to SARA were \$30,506 in 2018 and \$6,162 in 2019 YTD.
 1. Largest donors were the Rathburns, Lauren Boucher, the Engelbrecht family, the Magliato family, the Carlson Family and RegattaCentral.
 2. We were able to fund the assistant coach and purchase another 4+ this year.
 3. We typically get the endowment report for the previous university fiscal year (June 30) in December.
 - ii. Endowment balance at the university's fiscal year end (June 30, 2018) was \$110,960
 1. Distribution amount for 2018 was \$4,204 (~5% distribution) vs. \$3,676 in 2017
 2. The head coach's salary this year was partially paid for from accrued endowment distributions from the prior year with the balance paid via previous alumni donations. We have a funding gap for head and assistant coaches for the 2018-2019 school year without additional fund raising.
 3. Due to the additional funding required for salaries (benefits, etc) required in excess of the salary amount, we're planning on not directing new funds to this endowment. Our focus in the near term will be to set up another, more general purpose, endowment to support the team. A new endowment will require a minimum of \$25,000.
- b. Equipment and Other Fundraising
 - i. We acquired three shells this past year:
 1. 2016 Resolute 4+ for \$19,5000 from UpRiver Sports – an equipment broker/re-seller. The funds were a combination of parent donation and SARA funds. The shell is temporarily named *Fortis in Unum* per the donor's wishes. The first crew to medal at a major competition (Vails, ACRA) in the shell will be given the honor to officially name the hull.
 - ii. The new engine for the Pocock wakeless was purchased and installed. The coaches love this launch.
 - iii. Aaron also got a "new" 1999 F250 truck from a government surplus auction. It trailered the boats to Spring Break after a few thousand dollars of repairs. All in the truck cost about \$5000.
 - iv. This year's coach's wish list garnered a lot of support with almost everything donated.

1. Donations included: new shoes for the shells, tons of spare parts, marine radios, nutrition supplies, and survival suits.
 2. We still need to complete the sponsored for the set of oars.
 3. All in over \$6,000 was raised by the wish list!
 4. Any ideas for next year's list or how to communicate better/differently?
- c. Coaching
- i. The university continues to support the paid coaching position and appears to be working well. Funds located in an expendable account (no interest) and an endowment account (earns interest) all to be used to pay coaching for the team. This year's endowment distribution will not cover the full salary so additional fund raising is required to cover coaching salaries next year.
 - ii. We will need to continue looking for ways to fund the head coach salary on an ongoing basis through use of the endowment and annual giving. We continue to discuss the "fringe benefit" adder the university applies to salaried that eats up the gift. After almost three years of discussions, we've confirmed that the university required funds in excess of the salary for "fringe" benefits even though our coaches don't receive those benefits. There is no avoiding this employee "tax" within the university. However, Chris volunteered to follow up with the university one more time for final determination...
 - iii. Our plan going forward is to use the distribution from the endowment every year to fund a portion of the coach's salary. The money's there and also keeps the coaches as official contract employee of the school. However, having to top up the salary amount with another 33% for a benefit the coaches' don't receive (e.g. we have to donate about \$20k to pay the coaches \$15k) we will go a different path. The coaches will receive a portion of their salary from the school and the balance from SARA.
 - iv. We will stop direct significant new funds to the coaching endowment and "ride out" the ~\$5000 it'll distribute each year. We'll split that amount amongst the coaches and top up the rest via SARA.
- d. Infrastructure – Boathouse, Tanks, Etc.
- i. Tanks are still in storage. Since Ken's passing there is no torch bearer for the project. Need to sell them or use them. Tim agreed to follow up with WRRRA to see if they'd be willing to purchase the tank parts in order to convert into a barge.
 - ii. We are still investigating a site on or near campus for an erg center or tank facility.
 1. We've talked to the university about storing the ergs and being allowed to pull them out for practice. This requires certain "rights" to floor space that doesn't have precedence for "only" club sports. More to come.
 2. The back-up option that's still in play is to acquire a building near campus and do it ourselves.
 - iii. Discussions regarding Drydock Avenue (Marathon Bend) for a potential boathouse site have stalled.
 1. Our relative modest offer wasn't entertained. We are looking for more significant alumni support in order to proceed. Until then we're in a holding pattern.
 2. The site can't be used for industrial purposes per the trust's covenants that owns the property so a holding pattern is not a disaster at this point.
 - iv. Aaron has worked closely with the Aurora Lake Association for exclusive use of the site for events. The lake association is very supportive and the one event this spring was to be Home

Schools, which was cancelled. Access to this lake long term is a big deal for the squad. We need to continue working this angle and maintaining the relationship.

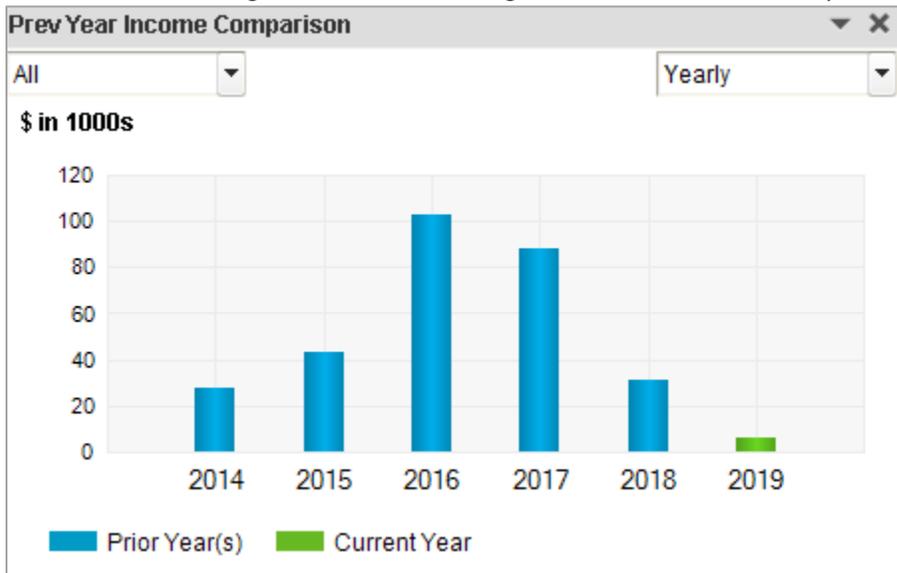
- v. All three major infrastructure projects, boathouse, erg center, and sprint course, will require significant investment over the coming years. We are working on a proposal to engage lead alumni and other partners (Metroparks, etc).
- vi. With the most recent addition of the midweight 4+, the “fleet is complete” and we’re in rollover mode as needed. Aaron has been working on offloading older shells like the Sheridan and Class of 2007.
 - 1. Aaron sold a couple shells this winter. He sold the *Class of 2007* (2011 Pocock 8+) to St John’s Jesuit in Toledo for what we paid for it.
 - 2. He also sold the student’s old Vespoli 8+ (the *Sheridan*) to Beaumont to help with the re-start of their program. Chris requested we remove the name from the shell.
 - 3. We also transferred ownership of *The Duck* (2002 Quantum) to the school to backfill the *Sheridan*. Since the school offers crew for course credit, one of their stipulations is to have enough seats available (owned by the school) to support the class. So the students will always have to own a couple shells that aren’t on SARA’s books.
- e. Other items
 - i. The team held their spring break training trip in Gainesville, Georgia. Erynn Rathburn ’99 attended the break to work on her USRowing Level 2 coaching certification. She had the pleasure of attending and driving launches for the coaches. If you ever want a fun few days out in the weather, hanging with the students and watching rowing, I’d recommend tagging along one year.
 - ii. This year’s Home School race was cancelled due to lack of participation from both JCU and CSU. This is now one of the oldest intercollegiate races in Cleveland in any sport and we, SARA, and I believe, CRF, should continue to find ways to make this race thrive.
 - iii. SARA will sponsor a tent at Vails again, and parents and alumni are strongly encouraged to attend for the racing.
 - iv. Vice Treasurer position has been created and filled by Matt Holdren. This position will help students with fundraising, cash flow, purchases and maintaining an account within SARA.
- f. Motion by Tim Marcovy to approve Presidents Report. Second by Kevin Cronin. Unanimously approved.

Treasurer’s Report – Fraser Hewson

- a. Last Year 2018 (Jan-Dec)
 - i. Profit and Loss (Accrual basis)
 - 1. Total income: \$31,107
 - 2. Total Expense: \$24,682
 - 3. Net Income: \$6,424
 - ii. Cash Flow
 - 1. Net cash provided by operations: \$7,074
 - 2. We invested in shells and other equipment: \$23,065 including purchasing a Resolute 4+, and a launch engine.
 - 3. Leaving us with a cash balance of \$58,830 at the end of the year.
 - iii. Expenses for the calendar year 2018: \$24,032
 - 1. Depreciation of equipment
 - 2. \$2,738 for equipment purchases

3. \$3,368 for insurance
 4. \$10,527 for Rack Rent to CRF
 5. \$1,295 for clothing
 6. \$1,800 for tank storage
 7. \$1,829 regatta support costs
 8. \$650 for professional fees
- iv. Fundraising and donations:
 1. Donations were \$28,386 including a significant donation for the purchase of the Resolute 4+
 2. Fundraising donations: \$2,120
 - v. Balances compared to the previous year
 1. Cash at the end of the period was \$58,830
 2. Fixed assets less depreciation was \$101,676
- b. 2019 Year-to-date (Jan-Aug)
- i. Fundraising and Donations
 1. We have raised \$5,764 in donations. To date. \$610 has come through corporate matching programs.
 2. Fundraising through Amazon etc. \$398 which is down 15% vs. the same period last year. Please continue to use our link! It is much more profitable than Amazon Smile.
 3. Keep an eye out for companies you are already spending with, which have commission opportunities for nonprofits like SARA.
 4. We use the PayPal Giving Fund to receive donations. They have several partners that allow you to benefit SARA. These are eBay for Charity, Humble Bundle and GoFundMe. Of course, you can donate from PayPal as well.
 - ii. With \$7,288 in expenses this year so far, we have consumed more than our YTD income. This is offset by the sale of the 'Class of 2007'. Major expenses have been:
 1. \$495 to in misc equipment
 2. \$1,268 in clothing
 3. \$3,307 on insurance for the boats
 4. \$414 in regatta costs
 5. \$450 in storage
 - iii. From a cash perspective, we have \$68,305 on hand as of today. We still have significant outlays ahead including:
 1. Coaching salaries
 2. Rack Rent
 - iv. We need another good fundraising year to maintain our cash balance momentum.
 - v. We are seeing more money coming in through corporate matching programs. This is a great source of additional income, but keeping track of it is somewhat challenging. We receive checks in the mail with just the company name or payment processor on it. We have to contact the company to get donor information and details on other transactions. **Please let us know when you make a donation through a corporate matching program.**
 - vi. Currently Looking at ways to forecast expenses and generate continuous income. Pledges, auto payroll deductions, etc.
 - vii. Marcovy endowment sitting around \$111k.
 - viii. Reminder -- SARA membership fees are \$5/year. Membership is required to vote at the AGM. Pay via PayPal.
 - ix. Donations through PayPal Giving Fund are 100% to SARA. This is the best way to make donations. The links on the SARA website will now go through the PayPal Giving Fund.
 - x. Still working on setting up students with an outside account to have access to immediate funds. It will be owned by SARA with reporting responsibility by the students.

xi. We are seeing a trend of decreasing income over the last few years:



c. Motion by Tom Hudak to approve Treasurer's Report. Second by Kevin Cronin. Unanimously approved.

II. Coach's Update – Aaron Marcovy

a. Team Statistics

- i. 35 Athletes, 5 Coxswains (15 women, 15 men rowers)
- ii. ~\$43K annual budget (including Club combined with S.A.R.A. contributions)
- iii. Spring Season Team GPA: TBA

b. CWRU Rowing Club Coaching Staff:

- i. Aaron Marcovy, Head Men's Coach / Director
- ii. Rachel Stanley, Head Women's Coach
- iii. Steph Merlino, Novice Women's Coach
- iv. Tim Marcovy, Head Novice Coach
- v. Kate Kregel, Assistant Coach
- vi. Tim Denihan, Assistant Coach
- vii. Note: Stella Willoughby was hired for the 2018-2019 season by Seattle Pacific University, and is now their First Assistant

c. Notable Results, Fall 2018:

- i. Top place among women's club programs at Head of the Charles (largest regatta in the world), 25th overall and automatic requalification.
- ii. Silver medal in Women's Club/College 8+, and bronze medal in the Women's Club/College 4+ at Head of the Hooch (2nd largest regatta in the world)
- iii. 5th Consecutive year of winning Hammer Trophy. Top 6 all went to Case men. Similar on women's side.
- iv. CWRU defeated crews from 13 (14 as of today with the defeat of Ohio Wesleyan) different varsity programs in the 2018 Fall season alone.

d. Thank you alumni! We couldn't have come this far without your support.

III. Election of the Board of Directors

- a. Proposed Board of Directors: Tom Hudak, Tim Marcovy, Chris Sheridan, Dan Bachmann, Brian Chorney, Fraser Hewson, Doug Rathburn, Chris Shoemaker, Meg Attenweiler, and Lauren Boucher
- b. Motion by Tim Marcovy, second by Luke Fakult to approve board
- c. No opposed, by acclamation Board passed unanimously

IV. New business from the membership

- a. General Feedback from membership
 - i. Date of next alumni regatta – Kevin Cronin
 1. Kevin brought up topic of shifting alumni racing and dinner to coincide with Head of the Cuyahoga. He feels it's a bigger "draw" for pulling people to Cleveland and provides a better alumni experience.
 2. Potential downside is dilution being lumped in with bigger event. However, there was general agreement that we should shift the event. For our spring event we have not been able to pull in large numbers of alumni into the informal racing. Most alumni who still row are keen on pull the full course.
 3. Tim asked Kevin to try and gage alumni interest for possible splash and dash racing between alumni and students for the Sunday morning after the HOTC.
 4. We will still have the AGM in the spring via teleconference. We don't get a good financial picture and the endowment reports until the new year.
 - ii. Alumni survey – Steph Merlino
 1. As follow up to last year's AGM action item, Doug will connect Chorney and Steph to work out distribution of the survey and collection of feedback.
- b. Potential new positions or sub committees
 - i. Admissions Liaison: expose local high school students to CWRU and CWRU crew
 1. Potentially leverage touch points between local high school students & the rowing team
 2. Demonstrate that CWRU rowing can attract talent to the school
 3. Partner with admissions office at local events: Head of the Cuyahoga, alumni regatta, Hammer, "meet the team" night, etc.
- c. Kevin Cronin motioned to ratify and approve the actions of the officers and SARA Board of Directors since the last Annual General Meeting. Tim Marcovy moved to pass motion, Steph Merlino seconded and the motion passed unanimously by the membership.

V. Date of Annual Meeting in 2020

- a. Date & location to coincide, with proper notification, on a spring weekend via teleconference.

VI. Adjournment

- a. Lauren Boucher moved to adjourn AGM, second by Emily Schnittman. None opposed.
- b. Doug Rathburn adjourned the meeting at 1:23 PM.

Immediately following the SARA Annual General Meeting (AGM), the newly elected Board of Directors met to elect Officers.

I. Election of SARA Officers

- a. SARA Board of Directors meeting called to order at 1:26 PM on March 23, 2019
- b. Board of Directors present via teleconference: Doug Rathburn, Lauren Boucher, Fraser Hewson, Tim Marcovy, Tom Hudak and Chris Sheridan. Quorum present.
- c. Officers: Doug Rathburn (President), Dan Bachmann (Vice President), Fraser Hewson (Treasurer), and Brian Chorney (Secretary)
- d. Tim moved to re-nominate slate, Tom seconded. Passed unanimously.
- e. New Business
 - i. None noted.
- f. Lauren moved to adjourn the Board meeting, Fraser seconded. Meeting adjourned at 1:29 PM

Minutes submitted by: Doug Rathburn

March 25, 2019