

Spartan Alumni Rowing Association

Annual General Meeting Minutes

December 20, 2021

I. Call to Order

- a. Doug Rathburn called to order the regular meeting of the Spartan Alumni Rowing Association (S.A.R.A.) at 6:05 PM on December 20, 2021 via Zoom teleconference.

II. Roll Call

- a. All persons participated via Zoom teleconference: Maya Monroe, Liam Hoye, Brian Chorney, Chris Shoemaker, Lauren Boucher, Kevin Cronin, Tom Hudak, Steph Merlino, Tom Attenweiler, Tim Marcovy, Meg Attenweiler, Eric Matyac, Kate Hanseman. Guests from the student rowing club included Liam Ryan, Kate Caforio.

III. Presidents Report – Doug Rathburn

- a. Donations & Endowment
 - i. Donations and fundraising to SARA were \$17,185 in 2020 and \$57,809 in 2021 YTD.
 - 1. Largest donors were: the Rathburns, Lauren Boucher, and an anonymous donor.
 - 2. We purchased another Pocock pair/double for the team in September 2021, named *The Intrepid*.
 - 3. We typically get the endowment report for the previous university fiscal year (June 30) in November or December.
 - ii. Endowment balance at the university's fiscal year end (June 30, 2021) was \$140,814
 - 1. Distribution amount for 2021 was \$5,491 (~5% distribution) vs. \$5,217 in 2020
 - 2. The head and assistant coach's salary this year was partially paid for from accrued endowment distributions, balances paid via previous alumni donations, and directly from SARA.
 - 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 a new Pocock pair/double from the manufacturer for \$15,800. The entire boat purchase was gifted to SARA by an anonymous donor.
 - ii. We did not do a "big" fundraising campaign in 2021 due to COVID-19 and waiting for the boathouse acquisition to firm up. We do anticipate a big push for funds and capital needs in 2022!
- c. Coaching
 - i. Head coach Kate Hanseman and assistant Will Fistek led the charge coaching the team with support from a number of other volunteer coaches. The team is in constant need of coaching so please continue to sell the virtues of CWRU rowing as THE program to coach in CLE.
 - ii. The funding plan will be SARA provides \$5000 per year for the coach's salary with the balance coming from the student's account (either endowment or student fundraising).

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.
- ii. We entered into an agreement in September with the West Creek Conservancy to acquire a parcel of land and industrial building on the Cuyahoga.
 1. Sale is still being worked on between Zaclon and West Creek
 2. Once sale completed, will sign lease-to-own between West Creek and SARA
 3. Aaron and Doug leading the leg work to get 3-party deal to the finish line
 4. Pro bono legal services being provided to SARA from law firm Meyers Roman to help facilitate sale agreements and lease
 5. The sale is complicated due to the parcel being landlocked. The parcel dates back over 100 years to the Standard Oil and Ohio & Erie Canal era. The parcel is bounded on the east side by railroad tracks that were once the canal. The property has only been transferred a couple times in it's history and the north and south entrances that have been in use for over 100 years have never been formally deeded with an easement, which complicates a potential title transfer. Our lawyers assure us it's resolvable, but if we want a sale ~now would have to accept some risk or we wait and potentially jeopardize the seller's patience.
 6. Fundraising currently on hold until deal closes
- iii. We have committed to purchasing 200 feet of dock from the Schuylkill Navy for \$20,000. We have not completed the transaction waiting for the boathouse sale to close, but we've received the donation to cover the cost. Looking for lead person to coordinate transport of the dock from Philly to Cleveland, and possibly, cover the transport cost.
- iv. Work engaging Aurora Lake Association for exclusive use of the site for events has essentially been paused until boathouse work done.
- v. All three major infrastructure projects, boathouse, erg center, and sprint course, will require significant investment over the coming years.
- vi. In terms of equipment, the team is in good shape.
 1. Securing erg access in addition to all of the infrastructure work at the new boathouse will need to have some priority.
 2. In discussions with student club about supporting the maintenance budget for the fleet in order to instill some "ownership" in the upkeep and care for the equipment. Damage to shells and launches this year was above normal.

e. Other items

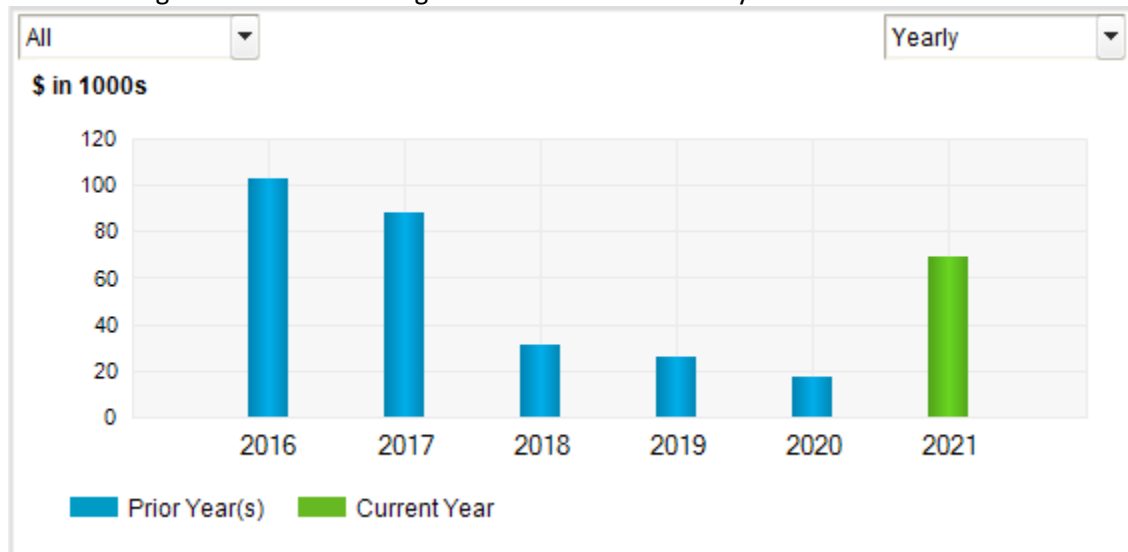
- i. The team got back onto the water for fall season after over a year off due to COVID-19. The team showed some real speed this past fall, and attitudes/work ethic remained strong after hiatus.
- ii. Alumni list is well over 600 people with ~550 good email addresses.
- iii. Team blazers were a huge success and unveiled at the boathouse event after the Head of the Cuyahoga. The next order date being discussed would be around next year's HOTC or a boathouse opening.
- iv. Join the Concept2 January Virtual Team Challenge to get your t-shirt and hat!
- v. Vice Treasurer (Holdren) stalled waiting for getting bank account set up. Bank provided us with challenges getting accounts set up.

- f. Motion by Eric Matyac to approve Presidents Report. Second by Maya Monroe. Unanimously approved.

Treasurer's Report – Fraser Hewson

- a. Last Year 2020 (Jan-Dec)
- i. Profit and Loss (Accrual basis)
 - 1. Total income: \$18,185
 - 2. Total Expense: \$27,018
 - 3. Net Income (loss): -\$9,833
 - ii. Cash Flow
 - 1. Net cash provided by operations: -\$8,983
 - 2. We acquired a wakeless launch for \$3,500. Combined with depreciation
 - 3. Leaving us with a cash balance of \$47,932 at the end of the year.
 - iii. Expenses for the calendar year 2020: \$27,018
 - Major Items:
 - 1. \$11,567 for Rack Rent to CRF
 - 2. \$5,971 for depreciation of equipment
 - 3. \$3,645 for insurance
 - 4. \$1,650 for tank storage
 - 5. \$1,014 for clothing
 - 6. \$875 for repairs, parts, consumables, small items and other non-capital equipment
 - 7. \$650 for professional fees
 - iv. Fundraising and donations:
 - 1. Donations were \$15,113
 - 2. Income from fundraising activities: \$2,072
 - v. Balances compared to the previous year
 - 1. Cash at the end of the period was \$47,932 down from \$55,638
 - 2. Fixed assets less depreciation was \$1,978 down from \$4,449
 - 3. Total assets were \$49,910 down from \$60,087
- b. 2021 Year-to-date (Jan-Dec)
- i. Fundraising and Donations
 - 1. We have raised \$57,382 in donations. To date, \$10,171 has come through corporate matching programs and \$2,249 through the Paypal Giving Program.
 - 2. Fund-raising activities through have brought in \$427, which is down from \$2072 last year.
 - 3. We earned \$11,250 in license fees by allowing Regatta Central to use the OarSpotter.com images on it's site.
 - 4. Of the donations received \$30,000 has been earmarked for the new boathouse. \$20,000 of that will be used to acquire a dock.
 - 5. Keep an eye out for companies you are already spending with, which have commission opportunities for nonprofits like SARA.
 - 6. The number of individual donors shrank considerably this year. So, even though we did well, we are relying on a just a few for our income.
 - ii. Our expenses to date are \$51,524. This is significantly less than our income this year. Major expenses this year are:
 - 1. \$14,095 in equipment purchases
 - 2. \$9,867 in rack rent
 - 3. \$5,000 in coaching salary

4. \$3,712 on insurance for the boats
 5. \$2,061 in meals and entertainment
 6. \$1,800 in storage
 7. \$1,084 in clothing
 8. \$862 in auto
 9. \$806 in marketing for new boathouse
 10. \$736 in regatta costs
 11. \$650 in professional services
- iii. From a cash perspective, we have \$77,042 on hand as of today which is up from \$47,932 at the beginning of the year. An increase of \$48,704 is due to went to operations and a decrease of \$19,598 due to investing activities. This year we purchased a new Pocock shell, oars and another launch with trailer.
1. We currently have a liability to Aaron Marcovy for expenses incurred in obtaining the launch, trailer, oars and for the Alumni banquet. This liability totals \$11,574
- iv. We have had a good fundraising year, but will need to keep building to support the new boathouse project.
- v. We are continuing to see more money coming in through corporate matching programs. This is a great source of additional income.
- vi. Reminder -- SARA membership fees are \$5/year. Membership is required to vote at the AGM. Pay via PayPal. <https://bit.ly/donate2SARA>
- vii. 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.
- We are seeing a trend of decreasing income over the last few years:



- c. Motion by Meg Attenweiler to approve Treasurer's Report. Second by Tim Marcovy. Unanimously approved.

II. Coach's Update – Kate Hanseman

- a. Team Statistics
 - i. ~55 Athletes
 - ii. Attended 5 regattas Fall 2021: Cuyahoga, Ohio, Charles, Speakmon & Hooch
 - iii. Earned 134 medals!
- b. CWRU Rowing Club Coaching Staff:

- i. Coaches: Varsity: Kate Hanseman and Will Fistek.
 - ii. Novice: Rachel Stanley and Tim Marcovy.
 - iii. All around sub: Aaron Marcovy.
- c. Team Highlights:
 - i. Getting the opportunity to race again.
 - ii. Strong showings at Head of the Cuyahoga, Head of the Ohio and the Speakmon Regatta.
 - iii. Highlights from the Head of the Hooch:
 - 1. Men's Varsity 4+ placed 7th out of 37
 - 2. Men's Varsity 8+ placed 6th out of 22
 - 3. Women's Varsity 4+ placed 5th out of 30.
 - iv. Winter plans: winter conditioning at Cleveland Rowing Foundation 5 mornings a week.
 - v. Spring plans: Spring break in Tennessee. Looking forward to a normal racing season, including MACRA and Dad Vails.
- d. Thank you for the support, alumni.

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 Tom Attenweiler, second by Maya Monroe to approve board
- c. None opposed, by acclamation Board passed unanimously

IV. New business from the membership

- a. General Feedback from membership
 - i. Date of next alumni regatta/event to coincide with the 2022 Head of the Cuyahoga assuming a large participation event can continue to be held next year due to the ongoing global pandemic.
- b. Stay active on social, share work outs on Strava, do an alumni/student erg challenge, weekly alumni team work out during VTC...
- c. Cronin runs the SARA Insta account and Chester Spartan FB page. Message him if you'd like anything featured.
- d. Most likely a boathouse operations committee will be formed once sale is complete. Notify Aaron or Doug regarding interest to serve. Tim to create draft of committee by-laws and circulate – to generate eventual committee nominations.
- e. Kevin Cronin motioned to ratify and approve the actions of the officers and SARA Board of Directors since the last Annual General Meeting. Eric Matyac moved to pass motion, Tom Attenweiler seconded and the motion passed unanimously by the membership.

V. Date of Annual Meeting in 2022

- a. Date & location to coincide, with proper notification, with an available time in the fall or winter via teleconference.

VI. Adjournment

- a. Tim Marcovy moved to adjourn AGM, second by Eric Matyac. None opposed.
- b. Doug Rathburn adjourned the meeting at 8:00 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 8:01 PM on December 20, 2021
- b. Board of Directors present via Zoom teleconference: Doug Rathburn, Meg Attenweiler, Lauren Boucher, Tim Marcovy, Tom Hudak, Brian Chorney and Chris Shoemaker. Quorum present.
- c. Officers: Doug Rathburn (President), Dan Bachmann (Vice President), Fraser Hewson (Treasurer), and Brian Chorney (Secretary)
- d. Meg moved to re-nominate slate, Tom seconded. Passed unanimously.
- e. New Business
 - i. Discussion on the boathouse project continued...
- f. Meg moved to adjourn the Board meeting, Tim seconded. Meeting adjourned at 8:14 PM

Minutes submitted by: Doug Rathburn

December 20, 2021