

MINUTES OF THE BRCC BOARD MEETING

February 27, 2018

The meeting was called to order at Grant Bennett's house at 7:44pm

Board members present:

Grant Bennett, BRCC President

Gary Tang, BRCC Treasurer

Regine Boysen-Yee, BRCC Competition Director

Mike Graham, BRCC Fleet Captain

Gary Young, BRCC Small Fleet Captain

Gina Kwai, BRCC Membership

Barbara Nishi, BRCC Secretary

MINUTES

Barbara moved to approve the minutes from the January 20, 2018 Annual Meeting. Grant seconded, and all voted aye.

SAFETY ISSUES - Paul absent.

TREASURER'S REPORT - Gary Tang

Gary prepared a thorough set of statements on BRCC's current financial position. Synopses follow.

Berkeley Racing Canoe Center Balance Sheet As of February 25, 2018

	<u>Feb 25, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Wells Fargo Bank	
Rough Rider Budget	4,036.06
10000 · Wells Fargo Bank - Other	<u>25,932.14</u>
Total 10000 · Wells Fargo Bank	29,968.20
10001 · TDameritrade	<u>2,296.33</u>
Total Checking/Savings	<u>32,264.53</u>
Total Current Assets	32,264.53
Other Assets	
18001 · Apple	<u>61,425.00</u>
Total Other Assets	<u>61,425.00</u>
TOTAL ASSETS	<u><u>93,689.53</u></u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	27,015.51
32000 · Retained Earnings	60,983.08
Net Income	<u>5,690.94</u>
Total Equity	<u>93,689.53</u>
TOTAL LIABILITIES & EQUITY	<u><u>93,689.53</u></u>

Berkeley Racing Canoe Center Profit & Loss

January 1 through February 25, 2018

	<u>Jan 1 - Feb 25, 18</u>
Ordinary Income/Expense	
Income	
47900 - Revenues	
Membership - CAL	135.00
Membership dues	5,855.04
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Total 47900 - Revenues	5,990.04
	<hr/>
Total Income	5,990.04
Expense	
67200 - Safety / boat maintenance	
Repairs and Maintenance	
Fleet Repairs and Maintenance	299.10
	<hr/>
Total Repairs and Maintenance	299.10
	<hr/>
Total 67200 - Safety / boat maintenance	299.10
	<hr/>
Total Expense	299.10
	<hr/>
Net Ordinary Income	5,690.94
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Net Income	5,690.94

10:24 AM
02/27/18
Cash Basis

Berkeley Racing Canoe Center
Profit & Loss Budget Overview
January through December 2018

	TOTAL
	Jan - Dec 18
Ordinary Income/Expense	
Income	
47900 · Revenues	
Dividend	882.00
Donations - General	500.00
Interests	0.35
Membership - CAL	270.00
Membership dues	16,000.00
Total 47900 · Revenues	17,552.36
Total Income	17,552.36
Expense	
51000 · Club Governance	
Administrative	100.00
Club Membership	300.00
Meetings & Management Events	900.00
51000 · Club Governance - Other	0.00
Total 51000 · Club Governance	1,300.00
52000 · Insurance Expense	2,900.00
60000 · Programs	
Club Expense	100.00
Equipment Expenses	720.00
Outreach	200.00
Youth Expenses	7,000.00
Total 60000 · Programs	8,020.00
61000 · Membership Expense	
Celebrations and Events	2,400.00
Race Registration Subsidy	2,000.00
Total 61000 · Membership Expense	4,400.00
67200 · Safety / boat maintenance	
Repairs and Maintenance	
Fleet Repairs and Maintenance	600.00
Repairs and Maintenance - Other	360.00
Total Repairs and Maintenance	960.00
Total 67200 · Safety / boat maintenance	960.00
69100 · Taxes	27.97
Total Expense	17,507.97
Net Ordinary Income	44.39
Net Income	44.39

MEMBERSHIP - Gina

BRCC members: 178 (about 150 active members)

Cal team members: 46

Rough Riders — no reply from Lawrence

Gina will contact members who haven't paid their dues.

Rodger asked Gina if BRCC would offset part of the cost of the Hungary trip. He suggested a \$500 per person maximum stipend, based on an allotment of \$50 per year of membership. The discussion was tabled pending Eric's input on how it was done for Ravenna, and other considerations.

FLEET - Mike

Mike brought up the question of how to do boat maintenance without having boats out of commission. He suggested that Trex seats could be installed a few rows at a time on the Champion so that the boat is still usable, seats could be painted a few rows at a time, or if the paint dries fast enough it could be done all at once with minimal impact on boat usage.

He is trying to schedule monthly cleanings but it depends on weather.

Gary Tang noted that the bow and stern on Max and Ruby are bare wood. Mike and Gary Young will take a look

SMALL FLEET - Gary Young

The OC1 is holding up for time trials. John fixed the leak and it seems to be working well. The kayaks all seem to be working fine for time trials and US Team training. The foot pegs are working. The green kayak still has a leak and the OC2 is out of commission.

OUTREACH — Sandy was not present but sent her report

Upcoming BRCC/DragonMax Outreach Event

March 15 - Shimada Club of De Anza High School (Paul Main Contact) - time TBD -

- 7 Japanese students and 7 Shimada Club students, plus two chaperones.
- David McDonald <dmcdonald@wccusd.net>

- Will look for one DMax Paddler to work with Paul for this outing

April 14 - Bay Festival - 11:00-AM - 4:00 PM

DMax coverage is looking pretty good for the event but a few more spot to fill and will try to push again closer to the date. I have an event that day but Patrice and Christina will be there to manage the day:).

https://docs.google.com/spreadsheets/d/1hL3Ljyzm7aut9V_VWOn_d9p4Zzjlgfsf3uSbruHtIBYk/edit#gid=0

April 18 - 9-11 AM -The College Preparatory School

- Paul & Gary Young is signed on to steer 2 boats so far - could need more if they bring more than 36 paddler + 4 chaperones
- Anna Bastein would like to paddle,
- We will need one more steersperson if CPS ends up needing 3 boats.
- Would be nice to have one more paddler but sort of up to Paul

July 4th - more later as I learn more:) need to send form into Michelle Roth

Hi Sandra - As you can see, my insurance company is asking for the updated certificate so that they can process my insurance. Any chance you could get that for me?

For interactive (rides/games) only - **A Certificate of Additional Insured** worth two million dollars and naming "Another Bullwinkel Show & the City of Berkeley and its Officers, Employees, Agents and Volunteers (collectively "Producers")" as additional insureds with a 30-day endorsement must be emailed to Producer by you or your agent no later than June 15.

Lisa Bullwinkel, Hoopla CEO - Lisa@AnotherBullwinkelShow.com
Another Bullwinkel Show
2934 Fulton St., Berkeley, CA 94705

Outreach Signage - We are exploring the possibility of creating/purchasing some more permanent signage that we could use at some of our Outreach events such as Bay Festival and 4th of July to help organize people as they sign waivers, get tickets and line up to paddle

Grant will work with Gary Tang to find the certificate of insurance
Barbara will contact Sandy to help with signage.

COMPETITION - Regine

Lawrence's Rough Riders is losing membership. They have a recruiting event Saturday. Cal has just one certified steers person. Regina is talking to them about more steers people and improving their dock etiquette.

Alice and Judy Lee's cancer survivor team is still in winter mode.

DMax practice will still happen even with the clinic happening this weekend.

Efforts are being made to keep noise down at early practices and everyone is reminded to be courteous on the dock.

NEW BUSINESS

- Gary Tang's 2018 budget: Gary will revise based on more understanding of expenses.
- Maria requested \$200/month for birthday expenses. Grant so moved, Regine seconded and all approved.
- It was proposed that there should be two signatures on expenditures over \$1000. Barbara so moved, Grant seconded and all voted aye. It was agreed that any decisions about the Apple stock are subject to board approval. Discussion is still needed about investment/brokerage accounts.
- A CEO is needed for paperwork for California non profit status. Gary Tang moved that the role of BRCC President includes the title of CEO. Grant seconded and all approved.
- Waterfront commission meeting: Susan wants Grant to attend the March 14 meeting, when berthing will be on the agenda. Grant submitted the following for the annual request for free berthing.

2018 APPLICATION TO THE CITY OF BERKELEY WATERFRONT COMMISSION REQUEST FOR WAIVER OF BERTHING FEES

a. Name and address of the organization

Berkeley Racing Canoe Center
1442A Walnut Street #243
Berkeley, CA 94709

b. Name, address and phone number of the person responsible for business affairs of the group

Grant C. Bennett
510 234-5431

c. Type of organization

The Berkeley Racing Canoe Center (BRCC) is a 501(c)(3) non-profit.

d. Number of members in the organization

BRCC has a total of 262 members: 53 college student members, 43 youth members and 166 adult members.

e. Level of participation of members

Members are the mainstay of the BRCC. Active members paddle 2-3 times per week year round and invest many hours maintaining our fleet by regularly cleaning the bottoms of the dragon boats, sanding and painting seats, checking and organizing equipment (including safety boxes for boats), and completing repairs as needed. They dedicated well over 350 hours to hosting community service rides and over 300 hours coaching high school participants.

BRCC members are frequently on the Marina's waters. Six open paddling sessions (practices) are held each week year-round (weather permitting) for members of the DragonMax team as well as interested non-members: Monday through Thursday at 6-7 pm, and twice on Saturday mornings at 9-10:30 and 9:30-11. Our Rough Riders youth program which includes students from Berkeley, Albany, and El Cerrito high schools, practices on Wednesdays 4:30-5:50 and Saturdays 11:30-1 throughout the year. The Cal team holds tryouts and introductory paddling sessions at the Marina early each season.

BRCC members have the option to paddle recreationally or competitively as a member of DragonMax or the BRCC supported AT&T and Bayer corporate teams. DragonMax racing team members will generally practice 2-3 times per week and participate in anywhere from 1-7 races during the racing season. DragonMax has enjoyed a tremendous level of success in recent years, including participating in, and earning two medals at, the IDBF Club Crew World Championships (CCWC) in April, 2016 in Adelaide, Australia. Team members paid all of their own expenses for travel to Australia, meals and accommodations. In September, 2017 DragonMax qualified for the 2018 CCWC races in Szeged, Hungary. Eligible team members will travel to Hungary this coming July. Training intensity will be increase in preparation.

Given the number of members and frequency of practices and outreach events, BRCC is insured for the maximum of 10,000+ paddler days (each time an individual is in a boat constitutes a "paddler day"). There were well over 10,000 member paddler days in 2016.

f. Age level of members of organization or participants

BRCC members range in age from high school youth to 83 years old. 96 of our members are students participating on our high school Rough Riders and the Cal dragon boat teams. The majority of the DragonMax membership is over 40 and female. It is not unusual for members to bring young children, grandchildren or other family members, neighbors, or friends out for an occasional ride. We are open to all ages and abilities. We emphasize serving youth in our many outreach activities.

g. Contribution to community including hours of service and activities

BRCC's commitment to the community is realized through:

1. **Low cost access to the water** for people who want to participate regularly in a water sport. Even as costs for maintenance, equipment (e.g. replacement paddles, additional youth paddles, pfd's) and supplies (e.g., safety kit items) have risen, BRCC has held annual membership fees at a the very affordable level of \$100 for adults, enabling them to enjoy unlimited dragon boat paddling and use of kayaks, canoes, and outriggers in the Marina. College student membership fees are \$20, with Cal students paying only \$5 per year for full club membership. Students from other colleges can enjoy a Summer Season membership for just \$5. We do not let finances get in the way of participation in this healthy, community-building sport.
2. **Two free introductory paddling sessions are available to anyone who wants to try out the sport.** Everyone is welcome to try out paddling as a visitor at no cost. During these introductory sessions, members welcome visitors and offer instruction on the basics of paddling and ensure new paddlers' safety and enjoyment.
3. **Free dragon boat rides** - In 2017, almost 800 people of all ages took advantage of free dragon boat rides during the Fourth of July Celebration. BRCC members volunteered many hours to give guests free dragon boat rides around the Berkeley Marina. The enthusiasm of the BRCC volunteers was well received by all participants, who experienced the Berkeley Marina and its surroundings from a new vantage point.
4. BRCC continues to **promote the development of a high school team in the Berkeley Marina.** Boats, equipment and volunteer coaching are provided at no charge to the participants; race fees are subsidized by BRCC for local high school dragon boat competitions. BRCC welcomed a high school student to the Board of Directors, providing her with valuable lessons in leadership while adding youth representation to our deliberations and decisions.
5. As part of its focus on **youth outreach**, BRCC hosts numerous school, camp and scout groups for dragon boating excursions.
6. **Private dragon boat outings as silent auction items** were conducted for five different nonprofits in support of their fundraising efforts. Additionally, BRCC donated another 16 dragon boat experiences to a variety of non-profits serving youth, seniors, and health needs. Valued at \$500 each, these donations represent up to \$8,000 in support to community programs.

h. Reason and justification for request

BRCC's revenue comes from membership dues and occasional donations. Donations in 2016 enabled us to purchase two used boats that have added to our ability to serve the community. Our membership fees are spent primarily on routine boat maintenance, replenishment of necessary equipment (paddles, pfd's, safety kits), needed improvements to our storage facilities, liability

insurance and insurance of our boats. Each year we dedicate funds for outreach, community service events, and youth team race fee subsidies. Should BRCC be required to pay for berthing, our ability to serve the community would be seriously compromised. Membership fees would have to be increase substantially, most likely resulting in significantly fewer members, fewer volunteers available for our community outreach, and reduced capacity to support the youth team and the subsidies that support their participation in races.

Given the growth in BRCC membership and increasing numbers of community members served at outreach events, BRCC is requesting continuation of the berth fee waiver for the “tie in” spaces at M-Dock (where 20-perosn dragon boat are currently docked) as well a fee waiver for the long-open berth M-202. This will enable much safer docking and loading of 10-person dragon boat we acquired in 2016. A photo of the boat at M-202 is included in Appendix 2.

i. Time period requested (FY 2018)

A berth fee waiver is requested for FY 2018.

The next meeting will be March 27.

Barbara moved to adjourn. Mike seconded. All voted aye. Meeting adjourned at 9:26