

June 14, 2019  
Minutes Rowing Committee

Kristen:

Discussed need for whole team safety precautions and procedures.  
Liability release forms, medical release forms, damage policy and emergency contacts to be updated by all athletes annually-no practice until forms are complete.  
**TOM AND IAN:** to prepare a laminated, printed list of emergency service contacts to be placed on each launch

Commented [1]:

Discussed the idea of Safety Officers for each team in charge of first aid kits and life vests for boats during practices and regattas.

Discussed placement of emergency contact information to maintain confidentiality and security. Binders in the coaches' office readily available for transport.

All coaches need to identify skill level of athletes and the appropriate equipment that each athlete is allowed to use.

Monthly coach meeting is necessary. **IAN** to organize and calendar monthly coach meetings to include all coaches.

Commented [2]:

**CATHRYN** will attend a coach meeting to discuss how to utilize iCrew to its best capabilities.

Commented [3]:

It was discussed that coaches should have additional training and Tom agreed that LTR funds could go toward assisting in paying for coaches continuing education.

Tom:

naming of boats for Marcio Troccoli and Bob Koop

Ian:

Draft completed for damage policy

The current and upcoming coach roster was discussed for all clubs and teams at Sea Base.

Need: 2 paid coaches for middle school, Chapman university coach and novice/recreational master's coach.

James will be going through each and every boat for maintenance with student athletes this summer.

Actively and quickly find Social Events Chairperson and yearbook chairperson for upcoming season.

Lisa:

Review billing system and fix problems

**KINA** will announce monthly giving plan

**LISA** will order hats for summer camp participants and LTR students

**Lisa** will contact **KATY** regarding opening an online store open year round was proposed to sell directly to parent, students. Items such as license plate frames, stickers, hats, flannel jammies, etc.

Commented [4]:

Commented [5]:

Commented [6]:

Commented [7]:

Cathryn:

enter all boats correctly onto iCrew

label all boats with weight class

teach coaches how to enter damages, and how to enter that a boat is back in service.

**IAN** to talk to iCrew about entering labels for availability and a custom field for reason

Commented [8]:

Irene:

End of the Year Banquet recap handouts were provided with detailed information about attendance and expenses.

Hosted a Hospitality Committee meeting

Kina:

Fundraising idea with athlete physical assessment team.

NEXT MEETING: JULY 18, 2019 8:30am location TBD

