

Club SAKE Board Minutes
Meeting Date: October 26, 2008
Location: Eric's (9502 179th Place NE, #1)

Present: Matthew Goossen, Curtis Lu, Eric Broberg, Gordon Hom, Anita Steele, Bill Traub, Karin Carmignani

Absent: --

Agenda Topic	Discussion Summary	Action and/or Follow-up	Lead/Assignee	Due Date
1. Approval of Minutes	<ul style="list-style-type: none"> *Incomplete version was accidentally submitted, so approval on Minutes moved to next meeting. 	<p>Action: Follow-up: Approve at next meeting</p>	Karin	11/23/08
2. Updates from Each Person's Area:				
Matthew	<ul style="list-style-type: none"> Re: meeting of regional/local dragon boat clubs that Bill is coordinating (Matthew to attend to represent Sake)—will give contact info for St. Martin's (Olympia race) to Bill. Evening paddle went well—used boat lights and purchased a horn to have onboard. 	Follow-up: Contact info to Bill	Matthew	
Curtis	<p>Re: Web</p> <ul style="list-style-type: none"> Need to update Waiver and Membership form for 2009; need Winter practice schedule (from Bill) to update on web. 	Follow-up: Updates for web	Curtis	
Anita	<p>Re: Sake Newsletter</p> <ul style="list-style-type: none"> No response to request for newsletter articles from teams that was sent in Club News to captains. Discussion: make it a requirement vs. optional; idea for a less formal "news-letter"—area on website for team news they submit whenever they want; possible volunteers to help Curtis (Tavo/Vintage and Ramon/Habu). Send another request for articles from teams. 			

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Anita (con't)	<ul style="list-style-type: none"> Items for next Club News: TSNW Gala event, Matthew's Zoji invite list, cruise summary and pictures available on web site, 2nd request for newsletter articles. 	Follow-up: Second request for newsletter articles	Anita	
Gordon	<p>Re: Sandwich Board</p> <ul style="list-style-type: none"> Not yet started—still on “To Do” list. <p>Re: Sponsorship Brochure</p> <ul style="list-style-type: none"> Per Pam Smith-Mentz and Dena Singleton's suggestion, need to put together the subcommittee to plan the strategy, draft the cover letter, identify companies and identify Club members with company contacts. Now may not be good time to be asking companies for money given the economy, but need to be ready and plan timing. 	Follow-up: Provide Anita with a blurb for Sake News to request volunteers to be on the Sponsorship Subcommittee.	Gordon	
Eric	<p>Re: Budget/Finances</p> <ul style="list-style-type: none"> He has processed the membership fees and cruise payments (not including Pay Pal) for a deposit. He will report on exact numbers of budget status at the next meeting. 			
Bill	<p>Re: Boats</p> <ul style="list-style-type: none"> Flying Dragons wants to use a Six Sixteen boat for the winter—Bill is discussing re: rent vs. borrow, and if borrow, in return Sake could periodically use their BUK for a practice when they're not being used. Boat repairs: Have bought some of the supplies (but still need \$1,000 check from Eric), but haven't started on the repairs—need time to set up a work party (but is a problem to not have a covered space to work on the boats). Winter plan for the 5 boats: Sake 1 (after repairs completed) may be going to Flying Dragons for the winter; plan to keep 3 boats in water to accommodate Vintage, Habu, Hot 			

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Bill (con't)	<p>Sake and 1x/month Team Sake practices; 1 boat to storage (at Lorna's?). Will move the two North dock boats (Habu and Vintage) to South dock (rafted with other 2) and will move north dock life jackets/paddles out of locker to Bellevue storage locker. Boats need to be washed (slimy on inside)</p> <ul style="list-style-type: none"> • Boat covers: need to purchase 2, possibly 3. • Race Roster issue: Next year need to be more consistent/rigorous in collecting race rosters from teams. • Waste-Free Holiday Program: Clarification of expiration date (Eric needs to receive PayPal payment by Dec. 31). 	<p>Follow-up:</p> <ul style="list-style-type: none"> • Sake 1 repairs • Check from Eric • Organize boat cleaning • Order boat covers? 	Bill Eric Bill	
Karin	<p>Water's Edge Paddling Clinic in Seattle</p> <ul style="list-style-type: none"> • Have been working with Dena Singleton to put on the November 1 paddling clinic—almost all Sake teams have paddlers participating. 	<p>Follow-up: Check on insurance coverage for Clinic event</p>	Matthew	
Discussion Items:				
3. Volunteer status of Coaches for Company Matching Programs	<ul style="list-style-type: none"> • Per e-mail question related to Dena Singleton's submission to Microsoft for matching funds for her volunteer time as Vintage coach, it was noted that Sake's current Volunteer Bill allows for 120 hours for Board members and team captains, but does not include a stipulation for coaching time, since that was felt to be more of an internal team issue. Current practice is company payments and other donations to a team are paid through Club Sake and disbursed to team at rate of \$50/paddler (~\$1,500) with remaining portion to the Club. Money from Board member matching funds earmarked to Club. Issue: How would Board verify coaching hours if a company 	<p>Follow-up: Next meeting--review Volunteer Bill (copy at next meeting) and clarify stipulation for coaching hours and dollars to allocate to team vs. Club.</p>		

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3. (con't)	asked for documentation?			
4. Clarification of Guest Coaches and Membership Status	<ul style="list-style-type: none"> Also per an e-mail question (Albert/Hot Sake), need to clarify membership status of guest coaches—does the same policy of three free practices lifetime apply to guest coaches? 	<p>Action: Board will give permission on cases by case request (guest coaches need to sign a waiver)</p> <p>Follow-up: Check our insurance coverage for guest coaches (are they covered as long as they sign a waiver?)</p>	Matthew	
5.. Annual Meeting/ Board Elections – Change Timeframe?	<ul style="list-style-type: none"> The Board discussed a previous suggestion/question about whether to change the timeframe of the elections to end of year instead of so close to start of new season to give more time for transition of officers. 	<p>Action: Board decision to keep the current timeframe for Annual meeting and Elections</p> <p>Follow-up:</p> <ul style="list-style-type: none"> Plan timeline for next election (March 3, 2009)—when open up nominations, collect platforms, etc. to prepare for election on March 3. 	Curtis	
6. Other Business:	<ul style="list-style-type: none"> Question/discussion re: if able to do waivers electronically (would electronic signature meet insurance requirements?) 	<p>Follow-up:</p> <ul style="list-style-type: none"> Check with our insurance person 	Matthew	
Next Meeting	Sunday, November 23, 6:00 p.m. *Location TBD (Gordon's or Curtis'?)	<p>Follow-up:</p> <ul style="list-style-type: none"> Confirm meeting location 		

Adjourned: 9:20 p.m.