

**Ocean City Crew Boosters, Inc.**  
**MINUTES**  
**ANNUAL BOARD MEETING**  
**JUNE 27, 2016 (continuation of June 8, 2016 Annual Board Meeting)**

Roll call:

Suze DiPietro, President  
Karen Koptic, Vice President  
Kirsten Canuso, Treasurer  
Stephen Martinelli, Secretary  
Dan Dubbs, Past Secretary  
Steve Nathan  
Lynn Baumgardner, Trustee at Large  
Faith Camp-O'Donnell, Trustee at Large

The meeting was called to order by Suze DiPietro at 6:39 pm.

Dan Dubbs made a motion to go to executive session and to continue the agenda of last meeting, seconded by Suze DiPietro; vote taken – 7 yes, 1 no; motion approved.

I. Approval of May 17, 2016 Regular Meeting Minutes

A motion to approve the May 17, 2016 meeting minutes by Karen Koptic, seconded by Dan Dubbs, vote taken – 5 yes, 1 abstain, motion approved.

II. Treasurer's Report

Kirsten Canuso reported that the amounts in the games of chance account - \$??, operating account - \$40,030.73 and boathouse account - \$21,242.25. Kirsten Canuso stated that she still has more deposits to make for June for 50/50 money collected. Stephen Martinelli requested a printed treasurer's report – Kirsten Canuso stated that she will send it. Lynn Baumgardner asked for a profit/loss statement through May 31, 2016 – Kirsten Canuso said she will email it to her because she did not print it out.

A motion to table the Treasurer's Report was made by Lynn Baumgardner, seconded by Dan Dubbs, vote taken – unanimously approved.

III. Board of Trustees - No Report

IV. Committee Reports

A. Fundraising

Stephen Martinelli reported that the Yard sale will take place on Saturday July 23, 2016 at my office (1217 S. Shore Road, Ocean View). Stephen Martinelli will send out email and remind. In the erg room, we have numerous old ergs – who do

we ask which can go, we can take plaques off and sell some. Lynn Baumgardner and Faith Camp-O'Donnell said Chris Meyer and Chuck Salomon-Lowden would be good to ask.

- B. Girls Liaison – No Report
- C. Boys Liaison – No Report
- D. Boat House

Stephen Martinelli stated that he is happy to report that it looks like the permit will be issued on or before July 16, 2016. The boathouse will not need a CAFRA Permit, it will need a Flood Permit – still working on size and shape of the building, but getting approval for the docks is a big step forward. More than likely, the only way we are going to get county open space money is that we open the boathouse to other schools. Suze DiPietro and I have been working on this. It will cost in the \$350,000.00 - \$1 million range, we want to be upfront with everyone that this may not just an Ocean City boathouse. If we want County Open Space money, the cannot give money just to one school. Our next move is Army Corps of Engineers – no problems expected; osprey nests to be moved. The boathouse is going to take an extreme amount of my time to deal with the architects, County application, and coaches from this point on.

I have the ability to turn over some of my duties to an assistant – I would like to take full control of the boathouse – I would like to turn over my secretarial position and voting proxy to my assistant Donna Martinelli, but first I would like to poll the Board about it. Karen Koptic asked if it would be a proxy for everything? Stephen Martinelli said that I am asking the Board to allow Donna Martinelli to fill the position. Faith Camp-O'Donnell asked what are you polling us – 1) Donna comes to meeting, and she will have a proxy for each meeting or 2) does Donna take over the position? Lynn Baumgardner said we have had resignations in the past and the Board nominates and votes. Faith Camp-O'Donnell asked Dan Dubbs whether they should include the booster membership in the nomination and voting process. Dan Dubbs said you can ask the members if they have someone. Karen Koptic quoted the bylaws : "A vacancy in any office will be filled for the unexpired portion of the term by nomination and election of the Board". Karen Koptic asked Stephen Martinelli to explain again: do you want Donna Martinelli to take over as secretary and take your vote if you are resigning from the Board? Faith Camp-O'Donnell said you (Stephen Martinelli) could nominate her but the position should be open to the general membership. Stephen Martinelli stated that he just wants everyone to know how very important the boathouse and equipment is that is why I am considering leaving this position. Karen Koptic said the other option is that Donna Martinelli comes to meetings, votes with a proxy while Stephen Martinelli takes over boathouse and equipment projects. Stephen Martinelli said I spend at least eight (8) hours a week just for the boathouse alone. I don't want to spread myself too thin. I am not resigning, I will only leave it in capable hands. Faith Camp-O'Donnell asked what makes you think there isn't anyone else that can take over the position?

Stephen Martinelli said no problem, I will not resign, and I will keep my position. If the audience gets mad I don't want to do it. I would like it to be done and if it is an issue, I will stay. Stephen Martinelli asked for any other comments from the Board. Steve Nathan said we couldn't even fill the fundraising position for a year – it was open and no one took the position. Dan Dubbs said it should be done this way, when the resignation is handed in, it can be handled during that meeting. Steve Nathan said he has been at many board meetings and only the board members attend. Faith Camp-O'Donnell asked whether it should not be dedicated to only one person? Stephen Martinelli said that since the Board does not like his proposal, he will stay on as secretary and thank you for your comments – I am happy to stay on as secretary.

E. Boats/Equipment

Stephen Martinelli said that we have some very good boats; I am going to be in touch with Ian Tapp and Alex Petrella now that I am back from vacation. We are going to inventory all boats, trailers, parts and we are looking at everything this summer. Chris Meyer and Chuck Salomon-Lowden will be helping maintain them. The boats are well past the 5 year plan. We need some covers. The new vespoli should have a cover. Lynn Baumgardner asked are we not taking them to an indoor facility during the summer? Lynn Baumgardner said they should stay in an indoor facility until fall. We should store the boats and only allow the older boats to be used for the summer camp. Faith Camo-O'Donnell asked about the Masters Program usage. Suze DiPietro answered that the 3 four boats are used and they are in deplorable condition-Stephen Martinelli helped fix the boats prior to going out on the water. Stephen Martinelli said Chris Meyer and Chuck Salomon-Lowden have done an amazing job keeping the boats fixed. Steve Nathan asked for an inventory and to get them indoors. Lynn Baumgardner said we took them to Vineland in the past. Stephen Martinelli said the building we used previously may be available again this year. Steve Nathan made a motion to put the boats indoors and select which boats will be used for camp, seconded by Faith Camp-O'Donnell; Sue Catanoso (parent) asked if the committee will make the decision – Steve Nathan answered that they can make a recommendation to the Board but the Board will vote on the matter, vote taken – unanimously approved.

F. Food Tent

Stephen Martinelli asked about the Johnsons popcorn inventory. Faith Camp-O'Donnell asked if we can give it away at camp. Mary Jean Majka said we could possibly sell it at Wawa or maybe at another car wash.

V. Old Business

A. Yearly Budget

Suze DiPietro stated that this item comes up at every meeting. Faith Camp-O'Donnell agreed. David Krause and Kirsten Canuso will work on it. Faith

Camp-O'Donnell asked if we know if there is a projected boat purchase coming soon.

B. Delinquent Payments

Donna Martinelli reported delinquent payments. Lynn Baumgardner said the Board needs to make a policy that if you do not pay you do not row. It is the same parents year after year. The coaches need to know who is not paying. You can advise the coach that if they do not pay, you cannot get new boats. Stephen Martinelli stated that we need a collections committee to work on that policy and collecting the money. Lynn Baumgardner said the family can go to the Athletic Director and they can contact us. Faith Camp-O'Donnell said there are fundraisers – other than a handicap or an issue at home, then they are just opting out.

C. Committees

Stephen Martinelli will give copy of his ideas for committees to new board for the July meeting.

D. Banquet

A 1099 form will be sent with the check to the winner of the 50/50 drawing. Sandy Centrone (parent) put together a Chinese auction that raised \$1,170.00. Suze DiPietro said hopefully for next year, between you (Sandy Centrone) and Allison (Yoa) it will be a great year. Donna Martinelli asked if it was a minor that won the 50/50 – Suze DiPietro answered “no”.

VI. New Business

A. Webmaster Responsibilities – Mario Japzon will take over website

B. Maintenance of Remind 101

1. clean up old messages – Stephen Martinelli will investigate
2. remove seniors and non-rowers – Stephen Martinelli will investigate
3. change password – Stephen Martinelli will investigate

C. Communication

Suze DiPietro reminded the Board members that ALL COMMUNICATION NEEDS TO COMES THROUGH THE SECRETARY. Stephen Martinelli said my day can be all day messing around with email, texts and calls. The amount of information and requests that come out are overwhelming. We should be doing all business at the meeting, not email, not text. Information can be sent to the meeting to be discussed. Mario Japzon (parent and Vice President elect) asked about responding right away. Stephen Martinelli said here is an example: I am at work – everyone needs the ability to see everything that comes up, review and

discuss. I come to every meeting and you cannot expect me to make a decision in minutes. We need a policy on this – Stephen Martinelli said I don't mind doing it properly – but we do not have it set up properly. Faith Camp-O'Donnell said I would call all board members, and say this is super important. Stephen Martinelli said I want to do it properly or not do it at all. If we are voting during email let's make a policy and a certain amount of time to respond. Text messages cannot be controlled. Kirsten Canuso said that there have not been emergencies that require immediate attention. Lynn Baumgardner suggested a 24 hour window is probably an important part of the policy. Karen Koptic said we can use google docs for this and there will be a written history and the vote could be recorded. Stephen Martinelli said we cannot vote by text – how can you keep track – this is impossible. Steve Nathan said no to texting. Suze DiPietro says then sometimes there is no response to the text/email. Stephen Martinelli said that Faith Camp-O'Donnell should be using the board email address, not her personal email address. We should be contacted by phone and asked to look at email or google docs. We need to proceed like school board.

D. OCHSCREW.COM domain

Karen Koptic said there are a lot of documents on the drives - brochures, etc. that I do not want to get lost – how can we put that in a central location. Glen Stewart (technology advisor) said old accounts have not been deleted, only suspended. We can turn on the account, new person logs on and prints out or save. Stephen Martinelli stated he would like access to whatever Steve Nathan can access. Karen Koptic asked if everything can be dumped into the secretary file – Glen Stewart will dump everything into a folder for the secretary. Faith Camp-O'Donnell said that Dennis Fisher has this and he should not. Wix.com is due for renewal.

Suze DiPietro reminded Kirsten Canuso about the port-a-potty needing to be serviced. Suze DiPietro was at the erg room and I believe I found the first binder. I forgot to bring it with me. Stephen Martinelli said he saw it too and there is a box for a lot of years. Lynn Baumgardner said Kim Campbell (past Treasurer) was really good about the inventory and financials. Faith Camp-O'Donnell said it was a really good foundation to start with.

E. US Rowing

1. Remove accounts of former rowers

Kirsten Canuso will take care of this

F. Parent Handbook

Karen Koptic would like to get together with the new board members – I would like to remove the word “club” throughout the document. I would like to take the time to have a new and improved handbook prior to the meeting in January. I would like to have a committee to take on this task. Suze DiPietro told Mario

Japzon to get parents to be on this committee. Karen Koptic said we can have a better description of what information is in the bylaws.

#### G. Summer Crew Camp

Suze DiPietro spoke to Alex Petrella and he did not have a guideline for fair compensation. The last 3-4 years it was \$4,000.00 head coach; \$2,000.00 for next coach; perhaps a sliding scale. The press releases have been sent to the newspapers. Alex Petrella, Kelly Rupert and Colin Stewart did a presentation and handed out flyers at the Upper Township Middle School. There seems to be a lot of interest, but Alex Petrella has not gotten back to her. Faith Camp-O'Donnell asked about the binder that had the formula for paying the coach fees. The City took over, enrollment was down. Suze DiPietro said we have done this for the last couple years. Faith Camp-O'Donnell asked how we can determine payment. Steve Nathan said it was because of lack of documentation. Suze DiPietro said Dennis Fisher has the binder. Steve Nathan said I saw the binder once, but have not seen it since. Steve Nathan said we should go back to the pricing that there was a motion to make it a prix fix; the last few years we have made money. We made a decision last year to reduce the price to get higher participation because this is a feeder program. We had about the same amount of rowers. The summer camp is a combo of feeder and fundraising. Kirsten Canuso said it was based on what he got paid by the city – not the formula. Kirsten Canuso feels it should be a % of the proceeds. Faith Camp-O'Donnell said that it is mostly feeder – it was a bonus if we made some money so that we could make repairs to equipment used during the camp. The camp needs super tight control because they are using our equipment. Stephen Martinelli thanked Faith Camp-O'Donnell for the information – I am definitely going to be involved with making sure we are using the right boats for the camp. Faith Camp-O'Donnell said we made about \$6,000.00 – I don't know what happened with the City. Lynn Baumgardner said they did not complete the list of what they promised they were going to do, so why have them involved, so we took the program back. Steve Nathan said that they only put it on the website; it was supposed to be 50/50 but they took 75% after expenses. We collected the money and the flier they distributed had mistakes. Faith Camp-O'Donnell said that when Dennis Fisher took over it dissolved. Stephen Martinelli asked what the % should be that goes to the coach – Faith Camp-O'Donnell said 50%, but with our insurance rate – what is it? Lynn Baumgardner said it increases with tiered pricing, but the cost of the camp went toward the cost of the US Rowing insurance. Boats are insured year round. Faith Camp-O'Donnell asked if McMahan Agency is providing any of the insurance. Lynn Baumgardner said the school pays insurance only during the season. Lynn Baumgardner said we are insured year round and then the school's insurance is in affect also. Suze DiPietro said that the incident that we are talking about was not summer camp, it was another excursion. Faith Camp-O'Donnell said we need to look at all costs including the coaches. Stephen Martinelli asked what we took in last year - \$10,000.00 was the answer. Alex Petrella, Kelly Rupert and Mike Millar – is Mike getting paid? Are we paying two, three, four coaches? Steve Nathan asked if we should table this to another special meeting. Someone needs to come to the board, look at the budget and go from there. We

are not in a position now to make those decisions. T-shirts, food, salaries, gas, insurance need to be considered. Lynn Baumgardner asked how we pay the coaches – we paid Alex Petrella and Mike Millar and then they paid assistants. Kirsten Canuso asked if we can at least order t-shirts - \$5 a shirt. They are different colors for different weeks. Steve Nathan made a motion to order t-shirts up to \$1,000.00 and to have a summer camp committee meeting on July 6, 2016 to create budget, finalize details and coach salaries at 6:30 pm, seconded by Dan Dubbs, vote taken – 7 yes, 1 no; motion approved.

#### H. Work Bond

Karen Koptic asked how are we returning the work bond checks. Karen Koptic said when I sent the list out, how many are not getting the money back? Kirsten Canuso said she does not know. Steve Nathan said he was on the list as not volunteering. Karen Koptic said no, you are on the list as being fulfilled. Steve Nathan said we should communicate through the parent liaison. Everyone will be notified by the parent liaison whether they will or will not be receiving the work bond. Kirsten Canuso will go on volunteer spot and double cross reference the list. Suze DiPietro said this will need to be done in a timely manner. Kirsten Canuso said Jane Mack is in Colorado and Ruthann Meyer is in Greece. Becky Green said she will handle the girls email.

#### I. Nationals Accounting

Karen Koptic said there were three of us working on the spreadsheet – what I think needs to be discussed: was the Nationals a-la-carte? There was an estimated price that was split amongst all rowers and then rowers decided not to attend certain dinners, rowers stayed in the parents' room, I don't know what to do – it was an accounting nightmare. Steve Nathan asked if we are continuing the last meeting, let's table this to the next meeting and finish the old and new business. Both boards will be at the inaugural meeting. The reason for this meeting was to get through all of the business at hand. Lynn Baumgardner asked what is the policy – last minute with people pulling out, it doesn't matter, you still have to pay. Karen Koptic said the original estimate was \$160.00, we had rowers drop out, so the price went up. Then we had the bus issue, were we paying or the school, the tip, so we tagged another \$40.00 onto the fee. Then, less than a week before the bus was leaving, we were still trying to figure out if we had a bus or not. Then parents said they were not coming to dinners. People were complaining about the \$200.00. Donna Martinelli stated that : FYI – the parent handbook states that “A possible one time out-of-pocket payment for boats that qualify for the national medal races (includes accommodations and Boat dinner.) These fees will be the responsibility of each rower that attends Nationals. The fee is generally about \$200.00 per rower.”” Karen Koptic also said they asked if they do not attend dinner, would it be cheaper. Not everyone paid \$200.00, but we collected money so that we had a buffer. Lynn Baumgardner asked did we pay for 100 when only 80 came. Stephen Martinelli said I was away and did not review the spreadsheet. Kirsten Canuso said we knew three (3) days before that the child was rooming with the parent. Kirsten Canuso said David

Krause and she came up with an easy way to refund the monies due before the end of our fiscal year. Faith Camp-O'Donnell made a motion that the outgoing treasurer and incoming treasurer get together and finalize the spreadsheet and refund monies, Stephen Martinelli seconded, discussion – Steve Nathan stated that you need to send an email to everyone tonight that if they want a refund they need to email back in order to opt in. If you do not hear from them, then they have chosen to opt out. Secretary will email out with attachment with a final report for next meeting, vote taken – unanimously approved.

#### J. Masters Crew Update

Suze DiPietro reported that to date we have 11 rowers - \$2,200.00 (\$200.00 per rower) was given to Kirsten Canuso – we are using three of the 4-boats. Faith Camp-O'Donnell asked how does this work – how do we decide what boats you use? Suze DiPietro answered that we always use the worst boats. We do not have enough women for an 8 boat – the 4 boats are not really used for the summer camp and generally the 4 boats we have, when they start fall crew, we are done. Faith Camp-O'Donnell asked about the fee – Suze DiPietro stated that we have a contract with the Boosters - \$200.00 for each master rower. Sue Catanoso (parent) asked many questions about masters being a non-profit – it is a separate entity and she feels that it has its own mission and does not enhance our boosters, also, from an insurance standpoint and as a booster club member I would like to know if our insurance covers us when we rent out the boats – Lynn Baumgardner answered yes. Faith Camp-O'Donnell and Sue Catanoso requested a certificate of insurance from the Masters. Karen Koptic interjected to Faith Camp-O'Donnell about her attendance. Faith Camp-O'Donnell said I just wanted to know a little more about the Masters program. Steve Nathan suggested we should have a listing of the boats they can use. Lynn Baumgardner said there is no conflict – to have someone so dedicated to both programs – we are trying to enhance the program for the boosters by having the Masters. I have not seen any objections – she is not doing anything that is a conflict – she can recuse herself from a vote if she wishes. Lynn Baumgardner said you need a good strong program. Faith Camp-O'Donnell said you are getting someone from the Masters who can vote to buy boat(s) for themselves really. Faith Camp-O'Donnell said that it is just really hard to allow the boats to get the usage. Suze DiPietro said the Masters bought tracks, seats, anything that was needed. Faith Camp-O'Donnell said she feels that you are taking the money from the boosters, giving it to the Masters instead, and then the Masters give the scholarship. Lynn Baumgardner said we voted that the Masters can do the scholarship – I didn't agree, but it was voted on and that is that. Steve Nathan said it has not taken away any fundraisers – they have done certain things on their own that the boosters did not care to do; I was dead set against it but it passed. Faith Camp-O'Donnell said she still thinks it needs to be very tight. Steve Nathan said this is the first version and we can tweak it as we learn more. This is our first attempt to document the Masters program.

## Additional Public Comment

A discussion ensued about the Masters program providing the scholarships. Lynn Baumgardner gave a history about the board deciding the Masters will provide the scholarships. Faith Camp-O'Donnell explained that we did not have the money for scholarships. Bill Love (parent) said they felt that the criteria was changed and no one was notified; girls were not given the scholarship they deserved. Suze DiPietro stated that she requested the names of all boy and girl rowers who have rowed all four (4) years and who have paid in full for all four (4) years from the treasurer. The Masters received this information – apparently there was a mistake – a three year rower was included and another rower was not included. Bill Love said he believes that the boosters should do the scholarships. Bea Love (parent) said the other entity has the control. Mary Jean Majka asked why can't we have a committee to do the scholarships. Lynn Baumgardner said we can't get anyone to do the fundraising committee for a year. Faith Camp-O'Donnell said we are trying to keep the program afloat. Suze DiPietro said that we (she and Bill Love) had a long discussion about this and I sent the monies to the four students and apologized for the error. I discussed this at length with Bill Love and he still wants the boosters to do the scholarships. Faith Camp-O'Donnell said we can't tell the other entity what to do with their monies. Bea Love said there is a conflict.

A resolution was presented to the Board to change Bank account signatures, resolution signed by Stephen Martinelli, Secretary.

The meeting was adjourned at 9:00 pm.