

MINUTES of NCASRA GOVERNING BOARD MEETING October 2, 2007

I. The NCASRA Governing Board was called to order by the President at 7:42PM, October 2, 2007 in the cafeteria of Thomas Jefferson HSST. Thirty-seven voting members were present as follows:

<u>Executive Board Members</u>			
President	Rob Ittig	Vice President	Carl Wick
Treasurer	Lee West	Secretary	John White
<u>At-Large and Team Members</u>			
At-Large	Steve Lee	Mathews	----
At-Large	Donna Towner	McLean	----
At-Large	Ryz Obuchowicz	Mount Vernon	Sue Davis, Margie Benjamin
		National Cathedral	Alex McNamara
Bishop Ireton	Alan Borough	Oakton	Chris Moyer
Bishop O'Connell	Tony Patrizio, Michael Rick	Potomac	Sandy Payne, Vera Vaughn
Christchurch	----	Robinson	David Oakley
DeMatha	Rosemary Casey	Sidwell Friends	Eric Mayer
Elizabeth Seton	----	South County	Bill Faiella
Episcopal	----	Saint Albans	Lynn Hatch
Fairfax	Bill Castaneda	St Stephens/Ste Agnes	----
Forest Park	Joe Bengier	T C Williams	Tracy Hollingsworth
Gar-Field	Ernie Haskell	Thomas Jefferson	Bob Williams
Georgetown Day	Barbara Selig	W T Woodson	Chris Plummer
Georgetown Visitation	Jerry Myers	Wakefield	----
Gloucester	----	Walter Johnson	Mark Baskin
Holy Cross	----	Washington-Lee	Donna Roberts
Hylton	Mark Fichten	West Potomac	Steve Wanser
J E B Stuart	Veronica Kinney	West Springfield	Will Hiestand
James Madison	Don Pepper	Westfield	Chris Malm, Craig Trumbull
Lake Braddock	Sedona Montelongo	Woodbridge	Hal Johnson
Langley	----	Yorktown	Nina Bacas

Coordinators

OLOC	Lee West	Trophies	Mike Stilwell / Bob O'Brien
Personnel	Mark Lindon	Web Master	Ron West
Programs	Mary & Watson Pryor		

Committees

Audit	Steve Lee	Historian	Ed Wells
Bylaws	John White	Nominations	TBD
Coach Dev	Ryz Obuchowicz	Publicity	Cherie Lejeune
Grievance	Harry Heim		

Representatives

Coaches Assn	Derek Parsons	Crew Council Chair	Kerry Donley
Sandy Run Park	James Short	USRA Referees	Ryz Obuchowicz
Thompson Boat Center	Gary Weeden	Anacostia Community Boathouse Association	Kelley O'Connell

II. President's Report. Rob Ittig:

Rob opened the meeting with a report of where NCASRA membership now stands. There were five schools that resigned from NCASRA over the summer: Bethesda-Chevy Chase, Woodrow Wilson, Walt Whitman, Holton Arms, and Gunston Day, making the current membership total 40 high schools and will probably get smaller in the near future. He explained the fact that these schools represented a large number of rowers and supporting parents and that, necessarily, the remaining rowers (200-225) were insufficient to support regattas on the Potomac. Consequently, the National Capital Championship (NCC) on May is suspended for this year, principally due to lack of Staff and volunteer availability. All remaining schools in NCASRA that are located in DC and MD will be invited to participate in the Virginia Scholastic Rowing Championships (VSRC). The details of how this will be implemented will be left to the coaches.

The curtailment of regattas on the Potomac probably will mean an increase of the number of Dual and Triple Meets. The number of dual/tri meets that can be entered remains at two presently, however, this is subject to review prior to the schedule being submitted.

It is expected that Whitman/B-CC/Wilson/Gonzaga will organize a "championship" regatta for MD/DC schools on May 10, 2008, the same day as the VSRC.

The slots allotted to the NCC for the SRA (Scholastic Rowing Association of America) Scholastic Championship regatta (May 23-24) are NCASRA slots and will be retained by NCASRA and awarded at the VSRC. MD and DC schools that do not participate in the VSRC may petition to enter the SRA.

Bob announced the NCASRA Committees appointees. They are listed in the roster.

III. Secretary Report. John White: Gave a synopsis of the meetings. These meetings will be brief. Materials will be sent by email a week in advance and discussed only if there is a question, a disagreement, something is in conflict, or there is an error ...

Sign in on the roster sheet. If you do not, you will not be counted here. The sheet is also the record that there was a quorum.

Most communication will be by email and I need to be kept updated on email address changes. I will "push" most information to everyone. I'd like two contacts for each booster organization ... usually the NCASRA Representative and Booster President. I will gladly answer questions, HOWEVER, p-l-e-a-s-e read what you have in hand BEFORE you email me ...

Email: Use the "Reply" button when addressing the SAME SUBJECT. If you are talking about a new subject, please start a new email string OR change the subject line before sending the reply message (and delete the unrelated string of emails). I'm dealing with too many emails in which the message text has nothing to do with the email title. AOL users, AOL does not keep the string in replies ... with short answers, sometimes there is no clue what you are talking about.

Spam blockers – I'm not going to spend time requesting verifications that I'm really the NCASRA Secretary. If you want the email, open your security system to my address.

- IV. Treasurer's Report. Lee West: The 2007-2008 Budget had been approved by electronic vote – 33 yes, 0 no. Twenty-four votes were required for electronic approval (at that time).

The insurance overview was deferred to the next meeting because USRowing was still working the negotiations for the coverage rates next year.

- V. Vice President's Report. Carl Wick: Explained the Representatives Handbook. All members were provided a CD copy of the Handbook.

The new Launch Driver Training Policy was explained. That Policy is at Attachment 1 to these minutes.

- VI. Representative's Reports.

A. Crew Council. Kerry Donley: Gave an explanation of the Crew Council and its role, basically six things:

- 1 – Approve the Rule Book for NCASRA
- 2 – Approve the racing schedule
- 3 – Handle the sanctioning of all events (with VHSL and equivalent MD/DC)
- 4 – Manage the lightweight rower program
- 5 – Pay to have trainers present at all regattas
- 6 – Be the adjudication body for any violations

B. Coaches Association. Derek Parsons: The Association is made up of the head coach from every school. He explained the coaches role, primarily to form the schedule for submission to the Crew Council. They meet next on Saturday, October 13th in Edison HS at 9 AM.

Derek announced the coxswain clinic to be held February 23, 2008. This clinic is free and open to all coxswains (it's funded by the Ted Phoenix fund).

C. USRA Referees. Ryz Obuchowicz: Referee clinics are scheduled for November 17th at James Madison High School in Vienna and on February 9th at a location TBD (requesting TC Williams). A representative from every school is requested to come to see if this is something in which s/he might be interested. We need new referees to staff the proliferation of regattas and meets throughout the Mid-Atlantic region.

D. Sandy Run Park. James Short: Occoquan clean-up day is October 20th and every Occoquan-based school is requested to provide a person (kids are welcome).

E. Thompson Boat Center. Gary Weeden: NTR

F. Anacostia Community Boathouse Association. Kelley O'Connell: NTR

VII. Coordinator Reports.

A. DLOC. Michael Mutter: NTR

B. OLOC. Lee West: NTR

C. Personnel. Mark Lindon: Requested the volunteer coordinators confirm his/her name with him. He said why the schedule was important – it determines the source and number of volunteers.

D. Programs. Mary and Watson Pryor: Introduced by the outgoing programs coordinator, Susan McIsaac. They announced that schools can raise money by selling ads for the program.

E. Publicity. Cherie Lejeune: NTR

E. Trophies. Mike Stilwell: NTR

VIII. Committee Reports.

A. Audit. Steve Lee: NTR

B. Bylaws. John White: NTR

C. Coaches Development. Ryz Obuchowicz: NTR

D. Grievance. Hary Heim: NTR

F. Historian. Ed Wells: NTR

G. Nomination. TBD

H. Rules. Rob Ittig: NTR

IX. Reading and Consideration of Communications. The Secretary read a thank you note from Margot Zalkind of the Foundation for Rowing Education for the support NCASRA gave in hosting the Trailer Driving Workshop on September 29th.

X. Old Business. None

XI. New Business.

Lee West explained the need for a new Finish Line Building to replace the current structure at Sandy Run that has deteriorated to the point that further repairs will no longer give a satisfactory return on investment. The plans/design for a new structure have been donated by Chris Gordon, an architect who is also a rowing coach at McLean High School. The cost is expected to be about \$50,000. \$13,000 has been raised so far.

The status of the “learn to row program” was requested. Answer is it’s on hold. The Crew Council was in favor of the concept, however, the VHSL did not approve and recommended not doing it, so the Crew Council said no. We will press to get approval for next year. There is currently no timeframe for this program to be approved and no deadline, however, Rob said we would hope to have it by May 2008. Several members stated they need time to plan and prepare for such a program and last-minute approval will not allow it to be executable ... they need to know BEFORE the end of the school year. Rob ended the discussion by stating we will improve the communications with all concerned and keep everyone apprised of the status and progress.

XII. Announcements. None

XIII. Adjournment. The meeting adjourned at 9:10 PM.

A. The next meeting is Tuesday, November 6, 2008 in the TJHSST Library.

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John D. White
Secretary

Attachment 1

NCASRA Launch Driver Training Ad Hoc Committee Report

Issues with the current program:

- Trainees get too little time driving the launches in the current referee led sessions.
- Weather problems can cause training session cancellations and postponements that are difficult to make up.
- Referee availability to conduct the training is not always at the level desired.
- Referee particular attributes of the training comprise only a small portion of the information the trainees need.

The goals of the following recommendations are to increase the time the trainees spend in the launches and reduce the commitment of the referee community.

Recommendations:

- Launch driver training is to be conducted by the booster clubs. How they do so is up to them.
- They may do so in the fall or the spring.
- They may choose to train their parents in one afternoon gathering or over many crew practices with a parent driving for the coach.
- Clubs may join together to conduct their training, in fact, small clubs especially are encouraged to join with others.
- Clubs may wish to sponsor a location specific (e.g. Oxford Boathouse) training event.
- Clubs are reminded that although spring time is closer to the high school rowing season poor weather and ice can cause complications. Autumn offers warmer water and, often, better weather.

NCASRA will provide a list of the topics that must be covered during the training.

The number of qualified launch drivers each club should plan to provide should be equal to about 10% of their rower population.

A parent volunteer need only take the training once although retaking the training after a significant absence from the water is encouraged.

Referees will be expected to conduct referee specific training for their drivers on the day of the regatta.

If a training event is planned where many parent volunteers are to be trained and if NCASRA is notified in time attempts will be made to have a referee attend the training event to cover referee specific aspects of launch driver training.

NCASRA may reimburse clubs for some portion of the fuel expenses for a "boathouse" level or larger training function.

Administrative requirements:

- By November each booster club must present their plan to the executive board to show how they will get their launch drivers trained.
- In March when each booster volunteer coordinator sends his list of volunteers to the NCASRA Volunteer Coordinator, he or she must also send a list of qualified launch drivers.

Material to Be Covered in Launch Driver Training

1. Initial launch preparations.

Does the launch have: gas (proper fuel type), paddle, PFDs (one for every occupant, pack of 9 for an overturned shell), motor kill switch, load limits placard, bailer.

Are the dogging bolts tight?

Can the motor be flipped up (trimmed up)? How?

2. How to properly start and restart a motor. Include the use of the choke, the primer bulb, and the location, attachment, and purpose of the kill switch cord. How to check the fuel level.

3. How the throttle works. How to find neutral before shifting. How the transmission is shifted. How to steer the boat.

4. How to land at and depart from a dock.

5. Plenty of time driving the launch under various conditions so that they have a feel for how the launches handle.

6. Personal preparation - Clothing (Layers. Temperature on the water vs. land, no red clothing, easier to remove a layer than find an extra one, be ready for rain, sunscreen, hat), Food and water (the days can get long), Seat cushion.

7. Wake awareness and why it is important.

8. Basic orientation and traffic pattern on the river. (On the Occoquan, Prince William vs. Fairfax sides. On the Potomac, DC vs. Virginia sides. On the Anacostia, DC vs. Anacostia sides)

9. Proper etiquette around the shells, and the races. How close can they get, speed, etc. The bulk of this will be covered by the referees, but repetition is always good

10. How to properly approach a capsized shell or rower in the water.

11. Basic review of the various regatta launch driver jobs, so they realize what they are being asked to do in each one.

12. What they should expect if driving a referee during a regatta. (Brief overview.)

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The above was approved by the Executive Board at its meeting August 17, 2007.