

IRC Board meeting minutes 2019-05-13

Attending: Andrew Purdie, Doug Stemmler, Sue Iffert, John Baker, Willie Black, John Murphy, Angela Thorpe (sitting in for Jason MacLean), Larry Bechtel, Liz Kryder Reid, Janet Klochko.

There was a clarification in the March Board minutes that the grant for the starting platform of \$150,000 came from the Lilly Foundation not the Indiana Sports Corp (although they were instrumental in securing the grant). **Voted to approve the corrected minutes of the March 11, 2019 board meeting.**

Treasurer's Report

Our cash position continues to improve and currently is \$82,076. The grant from the Lilly Foundation for the starting docks will skew the numbers. John will report the net income 2 ways; one with the grant and one without the grant.

The 990 tax forms are almost ready to be submitted. This will be the earliest we have ever submitted our 990's. Prior to submitting the 990's, they will be distributed for board review and approval.

Additional work needs to be done with the finance committee on the restricted funds that have been moved to a Schwab account. John will work with the finance committee on this.

Executive Director's report

The peninsula re-construction is completed.

The transition to a new payroll process is going well and the coaches have been migrated to it. This will make it much easier to process payroll.

Junior regatta went fairly well and IRC made about \$2,000.

Preparation for NCAA is going well. Working closely with Indy Sports Corp. The starting docks are scheduled to be delivered May 17th in time for NCAA's.

Emmanuel Pagan has told Andrew that he will be moving to Tennessee and resigning as Junior Head Coach & Boathouse Manager. There was some confusion around any ongoing involvement Emmanuel would have with IRC after his move based on what was communicated to the Junior rowers. Andrew

clarified that he would not have an ongoing role and that he would be looking for a replacement. There was discussion about the best way to replace his position and it was agreed that splitting this role into 2 (probably part-time) positions would be the best way to move forward. Emmanuel will be staying through Junior Nationals June 7th. Andrew will send out announcement about Emmanuel's departure this coming week.

There was also discussion on Emmanuel's effectiveness in his role. Andrew will provide feedback to Emmanuel prior to his departure. Anyone that has feedback on Emmanuel or any part-time person working for IRC should provide feedback directly to Andrew.

Interim Executive Director

Janet Klochko reviewed the split of duties between herself & Deanna Dalberg as a result of Andrew's leave of absence. Andrew will be submitting a formal letter to Doug requesting a leave of absence from August 1 through December 31, 2019. Janet will be the 'official' Interim Executive Director with a focus on boathouse day to day operations and financial management. Deanna will focus on fund raising and events. A copy of Deanna's background was also distributed to the board. Deanna could not make tonight's board meeting but she will plan to attend the board meetings going forward.

A motion was made and approved that Janet be approved as interim director and that she participates on the board but as an ex officio member, without voting privileges. Janet would assume her current voting board role upon Andrew's return.

Andrew's LOA will be announced after the NCAA Championships.

IRC Annual Report

A draft IRC Annual Report 2017/2018 was reviewed and discussed. There were some recommended changes that will be incorporated. Liz will write a thank you to the donors that will be incorporated into the Annual Report. The board was asked to review the Annual Report in detail and provide any other feedback and changes to Janet by May 20th. A final version will be distributed for Board approval as soon as the changes are incorporated. It will then be posted to the IRC website and distributed to membership.

Our next board meeting is on July 8th.

Respectfully,
Sue Iffert (for Tracy D. Barta)
IRC Board Secretary

Attachments:

Treasurers Report

Executive Directors Report

Deanna Dalberg's Intro Letter

Interim ED

Draft Annual Report

Memo

Date:	5/13/2019
To:	IRC Board
From:	John Murphy
Subject:	IRC May Financial Report

All,

Agenda items for March meeting:

- Financial Position
- 990s
- Sports Corp Grant
- Schwab accounts for restricted funds

The cash position as of Friday is \$82,076

- Club cash: \$55,563
- Capital account: \$5477
- Boosters: \$3251
- Restricted: \$17,785*.

Schwab Account... We have a balance... of \$3100.

The \$82,076 cash position is a continued improvement from \$65000 from March. This number will be tracked over the next month or so to determine how much of this is due to cash flow timing (we have most of Spring revenue and not necessarily all of the expenses) and residual money not net paid on the docks. I can not compare to year over year as the laptop with the IRC information on it has dies. I will be able to recover the hard drive, though.

We are near being in a position to submit the 990s. This would be the earliest submission in several years.

A note on the Sports Corp Grant: The Sports Corp Grant will skew Net numbers on the Income Statements for the next several years. I will be reporting operational income , net before accounting for the Grant, as well as, numbers including the Grant. This year we will show a large total profit. Until we totally depreciate the new docks over the next 15 years, we will be showing less profit than we are actually making over these 15 years, due to the large depreciation expense the docs will represent.

I have information on setting up two accounts at Schwab for the restricted funds accounts. I need to chat with the Finance Committee on when to proceed. To actually set up an endowment that would be managed by Schwab, we need to get to a \$250,000 balance in all of our accounts combined.

Respectfully,
John Murphy
Treasurer

Executive Director Report
BOD Meeting – May 13, 2019

Peninsula repair...finished



Business Entity Report was submitted successfully on March 28th

Financials -

expected to save ~\$3000 for the year just for ED pay
most coaches have been transitioned to direct deposit

Membership

- Juniors Spring - 70
- Masters for 2019 - 64
- Rack Fees have been emailed out to all private boat owners for 2019
 - revenue to IRC - ~\$14,000

Programs / Classes

- April LTR - 15, last year 18
- May LTR - 9, last year 6
- Training Schedule –
 - Juniors – M-F, 4:30-6:30pm, Saturdays 3-5pm
 - Competitive Masters - T/Th, 6:30-8:30pm; Sat. 8:00-9:45am
 - Technical Masters – M/W, 6:30-8:30pm
 - IUPUI - Mon - Fri. - 7-9am
 - Cancer Support Community - Thursdays 11-noon

- ClassPass - Tuesdays 8:30-9:30 and Thursdays 12:30-1:30 (ending June 29th, 2019)
- Masters Sculling - Mondays 6:30-8pm
- Cost –
 - Membership - \$450
 - Recreational or Competitive Masters - \$400
 - 30% off for Young Adults
 - Juniors for Spring 2019 - \$1100
 - Only \$3750 not collected to date
 - likely to make \$7000 off season, will be put into operations, scholarship, etc.

Social Media Statistics as of May 14, 2019

- Facebook:
 - Data from over the past 28 days.
 - 137 Page Views, up 78%
 - 8 new page likes, up 100%
 - 4,112 people reached, up 254%
 - 1,464 post engagements, up 408%
 - Money spent boosting posts: \$66.98 since November 7, 2018.
- Twitter:
 - Data from April:
 - 125 profile visits
 - 4,556 tweet impressions
 - 2 mentions
 - 0 new followers, no lost followers
 - Data from May:
 - 2,498 tweet impressions
 - 121 profile visits
 - 1 mention
 - 5 new followers
- Instagram:
 - Data from May 7-13
 - 95 actions taken on account
 - 95 profile visits, down 71 from last week
 - 9 website clicks, up 9 from last week
 - 486 accounts reached
 - reach: 486, down 192 from last week
 - 1,288 impressions, down 1,188 from last week

Outreach

- Horizons Foundation - new for next summer
 - serves ~50 students, primarily in middle school and primarily at-risk youth
 - 1/week in June and July
- Adaptive Rowing – Started up with Mackenzie Dafferner as the coordinator

- Veterans Administration - They have not responded to repeated emails...
- RowIndy –
 - Working with Erg Ed to implement this.
- Cancer Support Community
 - Meets every Wednesday from 10-11am...received \$2500 from Key Bank specifically for this
- Joseph Maley Foundation
 - once a week for 6 weeks in the summer 2019

Events

- Events Review
 - Junior -
 - went very smooth considering the saturday weather
 - 523 entries, 595 last year
 - 18 clubs, 17 last year
 - made ~\$2000, only made \$935 last year
- Future Events
 - Juniors Event - May 2nd and 3rd, 2020
 - Big Ten's - May 17th, 2020 - I have had preliminary email discussions
 - NCAA's - May 29th - June 2nd, 2019
 - Erik Johnson - Chair
 - October 22nd, 2019 was initial site meeting with NCAA
 - Starting Platforms update
 - Indy Summer Sprints - June 22nd, 2019
 - Head of the Eagle - October 5th, 2019
- 3rd Annual Audrey Lupton 5K - October 19th, 2019
- VisitIndy Economic Impact Data
 - NCAA - \$1.1 million
 - Big Ten - \$387,000
 - High School Event - ???

Fund Development

- Michael Browning - has tentatively committed to \$10,000/year over the next 5 years...working with Erik on agreement...we have received the initial \$10,000
- Mayor - fixing the peninsula (see above)
- Brand New Starting Platforms
 - ISC taking lead
 - NCAA - \$10,000
 - Key Bank - \$5,000
 - CIB - \$15,000
 - Many individuals from the work of Erik Johnson and Jason MacLean
- Key Bank - \$2500 for scholarship funds and \$2500 for Cancer Support Community
- Trivia night on hopefully for July 14th

Boathouse Management - ???

To: IRC Board of Directors

I regret I am not able to join you for the board meeting but wanted to take this opportunity to offer a brief introduction. My name is Deanna Dalberg. Our family moved here 5 years ago from Toronto, however I grew up in Minnesota. This is my second year of being involved with the IRC. My daughter is a high school freshman and a junior rower. I have been participating on the Booster Board for the past year.

My undergraduate degree is in speech and media communications. I have a master's degree in philanthropy and development. While I feel like I have been a professional volunteer for the past 15 years, my previous work experience is in nonprofit fundraising, management and events. I have worked in professional fund development for a genetic cancer registry, was the director of marketing and patient communications for a surgical practice, served as the director of fundraising for the Salvation Army in St. Paul as well as for a private K-12 school. The majority of my roles have encompassed fundraising, public speaking and event management. I have had the opportunity to organize events ranging in size from auctions, galas and weekend festivals to helping orchestrate events for a royal visit to Minnesota for the king and queen of Sweden.

I am looking forward to the opportunity to assist the IRC during Andrew's short absence.

Regards,
Deanna Dalberg
317/730-0881

Indianapolis Rowing Center
Interim Executive Director Overview
March 30, 2019

The current IRC Executive Director (ED), Andrew Purdie, is taking a leave of absence starting July 19, 2019 through December 31, 2019. During this period of time, Janet Klochko and Deanna Dalberg will be splitting the responsibilities. Below are some key assumptions:

1. Janet & Deanna will split the responsibilities 50%/50% and be paid an hourly wage of \$____. The maximum each individual (Janet and Deanna) will be paid is for 20 hours per week or \$_____.
2. Janet will be the 'named' Interim Executive Director so that there is contact person during this period of time.
3. Janet will focus in on the following:
 - a. Management/Operations of the Organization
 - i. Oversees Boat House Manager/Junior Head Coach (Emmanuel Pagan) and coaches, interns activities
 - ii. Directs upkeep, maintenance and repair of all IRC facilities and equipment. There is a boat repair committee that will be in place to support boat maintenance.
 - iii. Secure winter training facility
 - iv. Attend regular parks meeting (Deanna will also attend)
 - v. IRC Liaison for Indy Parks, DPW and City Offices
 - b. Program Development
 - i. Work with MacKenzie (Adaptive Rowing Coordinator) on the adaptive program
 - ii. Work with Evie (Learn to Row Coordinator) on Learn To Row
 - iii. Work with Manny on Junior Program
 - iv. Work with Masters Coaches on Masters program
 - v. Oversee ClassPass (if we continue it) & Cancer Support Community classes
 - c. Financial Management
 - i. Run payroll
 - ii. Pay bills & other day to day financial management
 - iii. Annual Budget preparation
 - iv. Review costs for various programs in preparation for 2020 program fees
4. Deanna will focus on the following:
 - a. Management/Operations of the Organization

- i. Community Event Coordinator
 - ii. IRC representative/director for all regattas & events – Head of the Eagle, Lup Lup Run/Walk
 - iii. Lead the Events Committee
 - iv. Oversee IRC Communications including Monday Minute
 - v. Attend regular park meetings (Janet will also attend)
 - b. Program Development
 - i. Provide insight and recommendations on the Junior Program
 - ii. Lead/support new programs we may implement
 - c. Fund Development
 - i. Oversee the Fund Development meeting with and supporting the work of the Fund Development Committee
5. Andrew, on a volunteer basis, will:
- a. Finalize website revamp and ongoing upkeep/maintenance
 - b. Assist with IRC Operations that occurs through email
 - c. Learn more about TeamSnap & how we can better use that system
 - d. Assist with paperwork and logistics of expanding our Veterans (look at USRowing endorsed Freedom Rows program) and RowIndy program (Look at USRowing endorsed Erg Ed program).

Indianapolis Rowing Center 2017-2018 Annual Report



The Indianapolis Rowing Center (IRC) is a 501(c) 3 not-for-profit, whose mission is to ***develop youth and adults of all backgrounds and all abilities through the sport of rowing, by providing experienced and knowledgeable instruction and a variety of skill-enhancing programs.*** We accomplish this through:

- Strong Leadership and an inclusive culture,
- Responsible and strong fiscal management,
- Variety of programs and events, and
- Marketing and outreach.

Letter from the IRC Board President

Dear Membership;

The Indianapolis Rowing Center (IRC) experienced tremendous change through 2017 and 2018. In managing this change, IRC has maintained and focused on its mission to “develop youth and adults of all backgrounds and all abilities through the sport of rowing, by providing experienced and knowledgeable instruction and a variety of skill-enhancing programs.”

Changes through these two years included:

- The resignation of Jen Floyd as Executive Director
- The resignation of Mike Burroughs as Boat House Manager
- A long search and hiring process for the new Executive Director
- The hiring of Andrew Purdie as the new Executive Director
- The planning and implementation of a new IRC Strategic Plan for 2018 – 2021
- The end of Lisa Lee’s term as IRC President
- Implementation of QuickBooks Online accounting system for IRC business
- Board of Director turnover

Given the change of management, IRC has been successful in maintaining rower membership at all levels, increased donations on an individual basis and continued and grown its community outreach.

With the Executive Director being the only IRC full time employee and an organization that focuses on volunteers for much of its management and operation, work continues to fill committee chairs as well as “at large” board members.

Current Board member and Committee Chairperson’s status include:

- | | | |
|---------------------------|---------------|---------------------------------------|
| • President | Doug Stemmler | |
| • Past President | Open | |
| • Vice-President | Open | |
| • Secretary | Tracy Barta | |
| • Finance | John Murphy | |
| • Communication Committee | Open | |
| • Outreach Committee | Open | |
| • Events | Open | Managed by Sue Iffert and Tracy Barta |

- | | | |
|----------------------|-----------------|-------------------------------------|
| • Fund Development | Liz Kryder-Reid | |
| • Governance | Janet Klochko | |
| • Safety | Willie Black | |
| • Junior/Booster Rep | Jason MacLean | |
| • Masters Rep | Larry Bechtel | |
| • At Large | John Baker | Also serves on Governance Committee |

Moving forward into 2019 and beyond, IRC will continue to pursue the following goals as outlined in its strategic plan.

- Strict financial management through the approved budget and six month review
- Continue to pursue additional donation avenues
- Continued recruitment of board, committee and general volunteers
- A focus on Safety for all rowers and volunteers
- Continued hosting of top level events
- A focus on a committee driven organization
- Growing membership on all levels
- Continued community outreach
- Continued management through the IRC Mission Statement

On behalf of the Indianapolis Rowing a Center, a tremendous Thank You to all the current, past and even non-members who have given their time, money and sweat to helping continue the great successes of IRC and strength its foundation for future generations of rowers!

Sincerely;

Doug Stemmler

President

doug.stemmler@indyrowing.org

IRC Mission Statement

Our mission is to develop youth and adults of all backgrounds and all abilities through the sport of rowing, by providing experienced and knowledgeable instruction and a variety of skill-enhancing programs.

Letter from the Executive Director

Dear Members and Friends of IRC;

The Indianapolis Rowing Center (IRC) "has great potential" ...I truly believe this and I hear this so often in speaking with members and friends of IRC. I believe 2018 was positive step towards realizing some of that potential. We have grown our Learn to Row program and had an impressive 127 new rowers participate in the LTR classes. We have expanded our outreach to the community to include classes with the Cancer Support Community and the Joseph Maley Foundation (just to name a few). We successfully hosted a number of events including the Indoor sprints, High School sprints, Big Ten Championships, etc. These events certainly add to the financial stability (we make 8-10K each time we host the Big Tens) and the visibility of the rowing center to the community at-large.

I believe that all these things truly do move us in the right direction towards fully realizing our mission to "develop youth and adults of all backgrounds and all abilities through the sport of rowing, by providing experienced and knowledgeable instruction and a variety of skill-enhancing programs." in the Indianapolis area. But this momentum and progress does not happen through the efforts of one person. It has been a real honor to serve the IRC membership the past 2 years but I am reminded every day that the progress we have made is only possible through the hard work of many of you, and I am sure that will continue for many years. There are always more opportunities to get involved in big and small ways, so please reach out if you see something you think can be improved and want to help make that change.

Moving forward, IRC will be working on making improvements in some of the following areas:

- Increased marketing of Learn to Row classes to increase Masters and Juniors participation
- Addressing some of the preventative maintenance issues that plague our fleet and facilities
- A total revamping of our website to improve our online presence and attract new rowers to the sport
- A continued focus on safety for all rowers and volunteers
- Continue hosting national and regional events as our infrastructure improves
- Increasing outreach to schools and other community partners

On behalf of the Indianapolis Rowing Center, my sincerest gratitude for your generous gift both financially and of your time and talent in making IRC a great place to row and serve the community now and in the years to come.

Sincerely;

Andrew Purdie

Executive Director

andrew@indyrowing.org

2017 & 2018 Donors

A critical part of IRC's success is the generous donations from the members, friends, family and community supporters of IRC. These charitable contributions allow IRC to fund various member, Collegiate and outreach programs such as Adaptive Rowing (people with disabilities), Veterans Rowing, Learn to Row, RowIndy (Outreach program that allows IPS students to row), Junior and Masters.

2017 Contributions and Grants totaled \$41,581. 2018 Contributions and Grants totaled \$61,721.

Specific 2018 Donors are:

Adele Auersch	Nich Holston	Jordan Rifkin
John Baker	Cooper Hovda	Kathleen Robinson
Tracy Barta	Daniel Hoyniak	William Smith
Larry Bechtel	Sue Iffert	Larry Steinburg
Anne Becker	Matthew Jessup	Doug Stemmler
Jason & Tami Beheler	Ian John	Michael Stevens
Maureen Bell	Erik Johnson	Deborah Stoll
Willie Black	Sandra Kay	Angelia Thorpe
Larry Blaszcak	Chad Killian	Gail Vance
Michael Browning	Janet Klocho	Douglas Vawter
Mike Burroughs	Liz Kryder-Reid	Sonja Voelkel
Tom Cappaert	Suzann Lupton	Elizabeth Wallentine
Don Carr	Michael Lynn	Congcong Wang
Lisa Chan	Jason MacLean	William Woodhouse
Laura Cler	Andy Medley	Michael Zicari
Tim Cordes	Cecelia McDonnell	Kathy Zoppi
Ed Couch	Elizabeth & Michael Messaglia	
Shawn Dresser	Charles (Zeke) Miller	
Daniel Egenolf	Thomas Mulhern	
Susan Gath	John Murphy	
Kristi George	Maureen Murphy	
Juan Gonzalez	Rita Penrod	
Bradley Griffin	John & Pamela Purdie	

A special thanks to these donors and all the volunteers that have supported IRC, our programs and events this past year.

2017 & 2018 Financials

	2017	2018
Total Income	\$336,463	\$397,932.54
Total Expenses	\$307,086*	\$356,040.04*
Net Income	\$29,377	\$41,892.50

Additional financial information can be found in IRC's 990.

*Please note that these numbers exclude depreciation.

IRC Board

The IRC Board is comprised of up to 15 Directors who provide strategic direction, fiscal oversight and leadership to the Indianapolis Rowing Center. Meetings are held every other month for a total of six (6) meetings per year. As of April 12, 2019, the IRC Board of Directors consists of:

Doug Stemmler – President	John Baker	Jon Jessup
Vacant – Vice President	Larry Bechtel	Janet Klochko
Tracy Barta – Secretary	Willie Black	Liz Kryder-Reid
John Murphy - Treasurer	Sue Iffert	Jason MacLean

Andrew Purdie, Indianapolis Rowing Center Executive Director, also attends the IRC Board meetings.

IRC Program and Event Summary for 2018

2018 Events

Event	Description	Number of Participants
Big 10 Woman's Rowing Championship	Woman's Rowing Championship for the Big 10 Collegiate Rowers.	Big 10 has an economic impact of \$387,000. There were X number of rowers participating.
Indianapolis Indoor Rowing Championship	The Indy Indoor Rowing Championships is an Official Satellite Regatta for the CRASH-Bs World Indoor Rowing Championships.	There were 119 participants the Indoor Championships.
Junior Rowing Championship	This is a rowing event for junior rowers that includes both sculling & sweep events.	The Junior Sculling events includes 14 clubs & 92 entries. The Junior Sweep events includes 17 clubs & 193 entries.
Indy Summer Sprints	This is a rowing event for masters rowers that includes both sculling & sweep events.	How many did we have last year?
3 rd Annual Audrey Lupton 5K	This is an annual fund raising event in honor of Audrey Lupton who was a junior rower who passed away from cancer. All proceeds go into the Audrey Lupton Endowed Scholarship that provides scholarships to junior rowers.	Event raised approximately \$2,800 for scholarships.

2018 Programs

Program	Description	Number of Participants
Joseph Maley Foundation	The Joseph Maley Foundation partnered with IRC to provide a summer rowing program for children of limited mobilities.	There were 4-8 athletes each week over a 6 week period of time.
Adaptive Rowing	The Adaptive Program offers rowing to the physically challenged individuals in the Indianapolis community.	How many participated?
Cancer Support Community	This is a cancer support group that meets to erg weekly during the offseason.	How many participated?
RowIndy	RowIndy is a rowing program focused on underprivileged youth in the Public School system.	How many participated?
Veterans Administration (VA) Rowing	VA Program is a rowing program in conjunction with the Veterans Administration	How many participants?
Junior Program	The IRC Junior program is for middle-schools and high-school athletes grades 7-12 which draws athletes from Indianapolis area schools. The program runs year round with racing held in the fall and spring and training camps in the winter and summer.	Spring season = 69 participants Summer season = Fall Season = 71 participants Winter training =
Masters Program	A rowing program for individuals ages 21 and up. The program runs year round with on water starting in the spring though fall and off water training in the winter.	IRC membership is 342 with Y also part of the masters program.
Learn To Row	Learn-to-Row (LTR) is an introductory class for adults (or parent/child) to the sport of rowing.	January Indoor LTR = 7 February Indoor LTR = 20 April On the Water LTR = 18 May On the Water LTR = 7 June On the Water LTR = 14