

# **RADNOR GIRLS CREW CLUB CLUB MEETING**

**September 8, 2009; Radnor High School, Black Box; 7:00 p.m.**

**Attendance:** Udo Edelman (President) (Hannah), Carol Turner (Vice President) (Lauren), Dan Webster (Treasurer) (Alli), Carol Ann Blair (Secretary) (Sophia), Travis Shilling (Co-Head Coach), Yeonmi Ahn (Rebecca Michelson), Blake Banky (JennaRose), Melissa Begg (Berry), Lisa Callinan (Haley), Linda Cantor (Sydney), Laura Carey (Audrey Mira Carey-Anniballi), Kenneth Doroski (Claire), Julie Faude (Sophie), Amy Flail (Kelsey), Mary Fox (Catherine), Sue Ellen Gerber (Meghan), Hank Glassman (Varney), Dave and Jinger Hartsfield (Laurie), Lynn Hernandez (Sarah), Maggie Howard (Emma), Molly Janicek (Allie), Dawn Lally (Chandler), Cynthia Leonardi (Annie), Sherry Luce (Lexie Katz), Sandy Mainardi (Jena), Mark Mazanek (Elizabeth), Joanne Miller (Ellen), Mary Lou McLaughlin (Kathryn), Barbara Press (Lindsay), Carla Reid (Allie), Christi Schug (Hannah), Rip Scott (Abbie)

## **1. OVERVIEW**

### **Introduction:**

- The meeting commenced by having board members, coach, and parents introduce themselves by taking turns going around the room.

### **Coach's Update:**

- Travis reported that he and Megan will be co-head coaches for the 2009-2010 fall and spring crew seasons. Megan will coach the varsity/junior varsity teams; Travis will coach the freshman/novice teams. Additional coaches will be added to the staff for spring crew because of additional rowers.
- Travis explained the distinction between freshmen and novice rowers, and reminded the parents of the mandatory parent/rower meeting scheduled for Saturday, September 12, 2009 at 10:30 a.m. at the boathouse. He gave directions to the boathouse and explained the layout of the building.
- Travis spoke of carpooling to all practices. The varsity/junior varsity rowers are handling their carpooling. Parent carpooling for freshmen/novice rowers will be coordinated amongst the freshmen/novice parents.
- Practices for fall crew are Tuesday, Wednesday, and Thursday after school, and Saturday mornings. Sunday Swings are available for all rowers including those who have rowed in the past but participate in a fall sport other than crew. There are no formal tryouts for fall crew. All forms and dues must be up-to-date. Rower attendance at all practices is critical to the team, so tutors, doctor and dentist appointments, etc. should be scheduled on Mondays or Fridays. All fall

races are “head races” meaning that a boat is launched every 30 seconds and timed, with elapsed times compared against other boats. The distance is between 3,500 and 5,000 meters. The season is 10 weeks.

- Spring season begins immediately after winter break. Formal tryouts take place. All rowers must pass a swimming test.

### **Scheduling:**

- Udo Edelmann announced that the fall schedule is available on the RGCC website ([www.radnorcrew.com](http://www.radnorcrew.com)). The spring schedule is not available at this time.
- One 4 – boat will enter the prestigious “Head of the Charles” Regatta.

### **Volunteers:**

- Dan Webster spoke of the importance of volunteering. RGCC is a parent/volunteer-run, self-funding charitable organization. We are a club sport rather than a school-sponsored sport; therefore, financial support is through dues and fundraisers.
- An “Erg-A-Thon” is being planned and scheduled. It is a first-time endeavor for the club. It will take place in the “heart of downtown Wayne” with the rowers, parents, and by-standers relay-erging for 12 hours straight. All rowers, both fall and spring, are asked to solicit \$250 in pledges from the greater community. Parents are discouraged from contributing the \$250.00. There will be no penalties if a rower does not get the required amount but all rowers are encouraged to do their very best. Sign-up times for parent rowing and job responsibilities during the erg-a-thon are available on Google Docs. Parent support is critical to the success of this first-time endeavor.

### **Growth of Club:**

- Dan Webster reported there were 58 rowers and 4 coaches for spring crew, 2009. This is a record for the club. The program has experienced increasing success and substantial respectability.
- The dues remain the same for the 2009-2010 seasons. Dues for fall crew is \$500; dues for spring crew is \$1,200. Two additional costs to rowers are freshmen shirts for the freshmen uniform, and unisuits for the varsity/junior varsity uniform. In order to fund participation in Nationals competition, families of participating rowers are required to contribute a to-be-determined amount to offset the cost of transportation, food, housing, etc. This spring Nationals will be held in Saratoga Springs, New York.
- A first-ever rower survey was conducted in the spring. Valuable input from rowers has been and will continue to be acted upon to improve all aspects of the club. More team building with coaches and rowers will be emphasized.
- All rowers must be available for all practices during spring break. Practices are held twice a day with the rigor needed to get boats to qualify for Nationals.
- The Athlete Expectation Contract is read and signed by both a parent and rower.

### **Goals:**

- The #1 near-term goal for the club is to get more parent involvement. The club's success is dependent on the involvement of each and every parent.
- More college visibility: our coaches will be more actively talking with college coaches regarding the ability of our rowers and possibilities for their recruitment.
- Team building: mantra for all regattas, "arrive together and leave together; cheer one another on to victory." The board will be evaluating the feasibility of renting a bus for team transportation to and from the spring regattas.

## **2. IMPORTANCE OF PARENT INVOLVEMENT**

### **Structure of the club:**

- Club consists of Board of Directors, coaches, parents and rowers. Rowers are encouraged to speak directly with coaches to resolve issues regarding rowing, but club members may also approach the board members.

### **Ways to participate and contribute:**

- Members are encouraged to share their feedback at the monthly club meetings or electronically, either anonymously through the club's web site ([www.radnorcrew.com](http://www.radnorcrew.com)) or by sending an email to [feedback@radnorcrew.com](mailto:feedback@radnorcrew.com).
- Consider a board position so that you may further serve the club. Transitioning occurs the middle of next year for all board positions. Your expertise and involvement is needed.
- Volunteer to head or participate on a committee. The volunteer form was distributed at the meeting (a copy is attached to these minutes and includes position descriptions).
  - a. Director of Institutional Advancement: a board-level position responsible for fundraising
  - b. Communications: responsible for promoting the club through press releases, flyers, awareness, photos, website, etc.
  - c. Hospitality: regatta hospitality, family assignments, supplies, etc. The hospitality program is in the process of being reworked for the spring, and member input is encouraged. There will be scaled-down hospitality for fall crew.
  - d. Alumnae Chair: This is a newly developed position. The purpose of the position is to keep alums (both rowers and parents) involved in crew. Suggestions to be considered are: homecoming activities during a specified regatta, outreach, and creation and maintenance of an alumnae database.

- e. Spirit Wear: “It has been noted that parents who are clothed in logo wear are parents of teams who perform better.” RGCC logo items and uniforms
  - f. Banquet Chair: spring break dinner and spring banquet
  - g. Nationals Chair: nationals housing, transportation and logistics
  - h. Class Parents: a “go-to” parent from each class
  - i. Financial Reviewer: New position created to maintain balanced financial control. Periodically examine the books and financial records of the clubs.
- Parents are also encouraged to get involved by attending the monthly club meetings on the second Tuesday of each month (RHD, Room 150, 7 PM)
  - There will be a boathouse and erg cleanup session on Sunday, September 13. Parents are encouraged to come help.
  - Parents, friends and other family are encouraged to attend the regattas and cheer on all Radnor boats.
  - Parents with an interest in photography or videography are asked to submit their photos and videos to Dan Webster for inclusion on the race day blog.
  - Talk up the club within the community, as this word of mouth discussion is a substantial tool for building our reputation and for recruiting, helping to ensure a strong team in the future.
  - Every parent should subscribe to the RGCC email distribution list, the primary means of disseminating club communications. Subscribe by sending an email to [subscribe@radnorcrew.com](mailto:subscribe@radnorcrew.com).

### **3. ERG-A-THON**

- Carol Turner discussed the specifics of the erg-a-thon. It will take place on Sunday, September 20, 2009, in downtown Wayne, during the Radnor Fall Festival.
- Rowing will take place from 8:00 a.m. to 8:00 p.m. The girls will row for 1 hour increments; parents will row for ½ hour or two parents may split the ½ hour.
- Le Turner will find out the exact location on Friday, September 11, 2009.
- There will be 10 machines, a tent with water, snacks, etc.
- Sponsorship will be recognized.
- Three forms were distributed and reviewed. They include a donor letter, sponsorship form, and rower record of pledges and donations.
- Parent volunteers are needed to work as parent captains, the information table, set-up and clean-up.
- The erg-a-thon has the potential to be a “big” fundraiser.

#### **4. SECRETARY'S UPDATE**

- All required forms for fall crew registration have been consolidated into a single document for simplicity. That forms package, which also includes the RGCC handbook, is available online at [www.radnorcrew.com](http://www.radnorcrew.com).
- The RGCC Handbook has been updated.

#### **5. TREASURERS'S UPDATE**

- The fiscal 2010 budget has been approved.
- The club's bylaws have been amended to incorporate financial control procedures.

**Next club meeting is Tuesday, October 13, 2009, RHS, Room 150, 7:00 p.m.  
All parents are encouraged to attend.**

Respectfully submitted,

Carol Ann Blair, Secretary



## Radnor Girls Crew Club Volunteer Form

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Daughter/Year:** \_\_\_\_\_

**I would be interested in the following volunteer opportunities:**

**Future Board Service**

- Vice President/President
- Secretary
- Treasurer
- Institutional Advancement

**Regattas**

- Still Photography
- Videography

**Class Parent**

- Class of 2010
- Class of 2011
- Class of 2012
- Class of 2013

**Committee Participation**

- Fundraising
- Communications
- Hospitality
- Alumnae
- Spirit Wear
- Banquet
- Nationals
- Financial Review

**Web Site**

- Design and Maintenance

The Radnor Girls Crew Club is a volunteer organization. Your help makes the difference between a good club and a great club. Please volunteer.

For more information or answers to questions, or to share ideas, please contact Udo Edelmann, President, at (610) 772-0510 or [udo@radnorcrew.com](mailto:udo@radnorcrew.com).

## **Board Positions**

- **Vice President** serves a one-year term and then moves into the President position. Shares many of President's duties, as requested. With President, oversees operations of the club, liaises with coaches, communicates with coaches and parents, liaises with external bodies (including RHS), distributes communiqués, coordinates outreach and rower development programs, and prepares grant proposals.
- **Treasurer** manages all finances of the club, maintains books and records, prepares operating budgets and financial reports, signs all checks, manages insurance, and coordinates tax return filing.
- **Secretary** maintains club forms and documents, collects and manages required rower registration documents, maintains member roster and contact information, prepares meeting minutes, and updates bylaws and position descriptions, as necessary.
- **Director of Institutional Advancement** provides strategic direction for fundraising efforts, coordinates all fundraising efforts, assembles and manages volunteers for fundraising efforts, establishes corporate sponsorship program, and manages alumnae chairperson.

## **Committees**

- **Fundraising** works with the Director of Institutional Advancement to further the club's fundraising requirements to further its mission.
- **Communications** maintains and updates the web site content (photos, videos, race results), writes and sends press releases to local papers, develops collateral to promote RGG programs and events, and communicates with parents.
- **Hospitality** organizes food and beverage for all regattas, manages hospitality assignments for families (as necessary), maintains hospitality supplies, and updates hospitality guidelines.
- **Alumnae** maintains alumnae database of rowers and parents and coordinates homecoming regatta activities. Reports to Director of Institutional Advancement.
- **Spirit Wear** selects logo gear for merchandising to club members, orders and markets merchandise, and collects payment.
- **Banquet** organizes the spring banquet (held shortly after the final regatta, in late May), including venue, menu, decorations, and awards.
- **Nationals** organizes logistics, transportation, lodging, and food and beverage for rowers advancing to SRAA Nationals (venue changes annually).
- **Financial review** conducts, on no less than an annual basis, an independent review of the financial books and records and the financial controls of the club.

## **Class Parents**

- Help with communications to rowers and parents.
- Assist with recruiting volunteers for club activities.
- Pro-actively find other ways to better the club members' experience.

## **Other**

- Regatta photographers and videographers help to preserve the memories of our regattas.
- Web programmer helps to improve the functionality and look of the RGCC web site and blog.