

# ERDBA Board of Director General Meeting

## MINUTES

MEETING DATE / TIME	November 3, 2018 / 1PM
CALLED TO ORDER	1:12 pm
ATTENDEES	Amy Anjum, Hweedo Chang, Shannan Chang, Allen Huang, Nin Jia, Peter Lew, Joann Lindenmayer, Veeravan Mahadomrongkul, Leigh Vlasblom, Angela Acuna, Samantha LeValley, Ellen Law
NOTE TAKER	Sam LeValley

### AGENDA

APPROVAL OF PRIOR MINUTES	April 2018 AGM minutes not approved as quorum was not present <b>POST MEETING NOTE:</b> April 2018 AGM minutes approved with 12/2/18 online vote (30 approvals, 2 abstains, 0 nays, 1 vote disqualified as 2 <sup>nd</sup> vote from a member). Vote required to pass = 29 (36 member clubs, 17 member festivals and 4 eligible voting officers=57/2)
OFFICER REPORTS	
PRESIDENT, Ellen Law	<ul style="list-style-type: none"> <li>Overview of ERDBA since 2016, describing processes introduced towards adding value to ERDBA membership by ensuring ERDBA directors make all key program and spending decisions.               <ul style="list-style-type: none"> <li>Introduced 3 Pie charts showing how ERDBA spends it's money 2014-2016, 2017, 2018-2019</li> <li>Described Programs included an approval of a 5 year plan, annual line-item budgets, meet N greets, resource sharing ambassador program, facebook director page, training programs (race official clinics, steering, safesport), creating subsidies for youth teams &amp; CCWC-bound crews and established a peer checking program.</li> <li>Since approving the 5 year plan, we addressed 16 of the 22 goals.</li> </ul> </li> <li>Director approved 2019 budget reflects increased focus on adding value to ERDBA membership through development</li> <li>Directors approved \$17,250 in programs towards 2019 Budget. This includes funding 2 new training programs.</li> <li>Kudos: 5 of the 6 TEAM USA coaches are from ERDBA.</li> <li>Encourage clubs to present innovative ideas towards funding.</li> <li>Club Crew Worlds confirmed in France 2020</li> </ul>
VICE PRESIDENT, Leigh Vlasblom	<ul style="list-style-type: none"> <li>Continue to use ERDBA and ERDBA Director Facebook sites to promote USDBF and ERDBA information and activities.</li> <li>Coordinating information through Facebook, erdba.net and email to communicate with membership</li> <li>Members increasing use ERDBA Director Facebook site to promotion club activities</li> <li>Officers working at promoting ERDBA at festivals</li> <li>Conducted several "meet N greet" calls securing valuable feedback</li> </ul>
TREASURER, Angela Acuna	<ul style="list-style-type: none"> <li>Treasurer Report on website</li> <li>ERDBA membership registration renewal forms are still online for printing and mailing, but membership renewal can now be done online. 12 clubs and 1 festival took advantage of our 1<sup>st</sup> year online payment program.</li> <li>Boston Hong Kong Festival &amp; Independence Dragon Boat Regatta matched Youth Subsidy program for 3 youth teams. <b>POST MEETING NOTE:</b> 6 youth teams received ERDBA 25% entry fee subsidy, 3 clubs received ERDBA's CCWC Stipend in 2018.</li> <li>Membership renewal Invoices can be made available to clubs upon request</li> <li>We have 36 club members, 17 festival members and 4 officers.</li> </ul>
SECRETARY, Samantha LeValley	<ul style="list-style-type: none"> <li>Draft minutes of Spring 2018 AGM is online</li> <li>We will try to release a quarterly email about the happenings / notices around the region and the sport.</li> </ul>
OLD BUSINESS	<ul style="list-style-type: none"> <li>Ellen: Safesport module is ready for member use. Must complete online registration form, then will be send instructions and code to access the training module</li> <li>Leigh: By-Laws and Policy and Procedures drafts located on ERDBA Google Drive           <ul style="list-style-type: none"> <li>November 15, 2018 deadline for all Directors to give feedback to By-Laws Committee</li> <li>Draft Addendum Policy and Procedures for selection of individuals for chairing ERDBA committees and representing ERDBA on USDBF committee and boards.               <ul style="list-style-type: none"> <li><b>POST MEETING NOTE:</b> This draft approved with 12/2/18 online vote (31 approvals, 0 Abstain, 1 nays, 1 vote disqualified as 2<sup>nd</sup> vote from a member). Vote required to pass = 29 (36 member clubs, 17 member festivals and 4 eligible voting officers=57/2)</li> </ul> </li> </ul> </li> </ul>

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<b>NEW BUSINESS</b>	
<ul style="list-style-type: none"><li>• Randy Ng-Race Committee Chair<ul style="list-style-type: none"><li>○ Reminder of regionals as a step to National and Worlds races</li><li>○ Applications being accepted for Regionals site</li><li>○ Ongoing discussion regarding fair racing from festivals: depth, width, currents</li><li>○ Request feedback for practical solutions for festivals with limited personnel to impart more fair racing practices</li><li>○ Goal: Decrease resource costs and increase quality of experience for participants</li></ul></li><li>• Encourage teams to update google drive with photos during the off season for Regionals<ul style="list-style-type: none"><li>○ Club roster locked in by August 1</li><li>○ To qualify for Nationals, be a paid member in good standing in your region</li><li>○ To qualify for Regionals: Peer photo roster checks in 2 qualifying races</li></ul></li></ul>	
<ul style="list-style-type: none"><li>• Questions/Discussions<ul style="list-style-type: none"><li>• Joann Lindenmayer of Wellness Warriors opened discussion about grant writing for more revenue outside of membership to fund ongoing and future projects. Leigh Vlasblom called for a volunteer(s) from those present on the call and in person who is knowledgeable in grant research and writing.</li><li>• Peter Lew opened discussion about increasing Youth participation at festivals. Ellen referred to subsidy available to all clubs and that participation is projected to increase for 2019 season as more clubs become familiar with ERDBA benefits of membership</li><li>• Peter Lew opened discussion about motivation for the Ambassador Program. Ellen referred that as a benefit of ERDBA membership, we utilize the knowledge of experienced members/organizers to assist new members/organizers so that they do not have to "reinvent the wheel"</li><li>• Peter Lew opened discussion regarding increasing fees for production companies who run festivals. Leigh stated they already pay increased fees as they pay per festival that they host</li><li>• Tommy Leonardi opened discussion of Race Committee holding festivals accountable for timely execution of festivals. Randy stated this task is under the Festival Committee.</li></ul></li></ul>	
<b>ADDITIONS TO AGENDA</b>	
<b>ADJOURNED</b>	2:46 p.m. Joann Lindenmayer motioned to adjourn meeting. Peter Lew seconded. Motion carried by unanimous voice vote of those present at the meeting and those on conference call.