



Seattle SAKE Paddling Club

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Meeting minutes

Date	Mon 12 Jun 2023 6:00PM
Type	Board Meeting
Venue	Your Home (Zoom Meeting)
Attendees	Lisa Berdin; Roula Bland; Lesley Blyth; Sandy Chock-Eng; Nealy Evans; Scot Harkins; Barbara Hayes; Annie Lee; Anne Marchand; Maryanne Takahashi; koichi kitazumi
Apologies	There are no apologies recorded.
Absences	There are no absences recorded.
Guests	Lisa Harkins

Item #1. Approval of previous meeting's minutes

Raised by Barbara Hayes

Item #2. Planning

Raised by Barbara Hayes

June

- SUP group sessions started June 1 - every Wednesday and Sunday.
- DB races : Concord Pacific/Vancouver for regular db group
- Planning for hosting Wasabi at Kent : request volunteer co-ordinators, initial communication to captains -
ACTION - Lesley to follow up
UPDATE - both Lesley and Lisa H have been in contact with Wasabi. Potentially 4 teams of racers for Kent - estimate is 80-90 people.
- Duanwu celebration is June 17th following regular morning practice. This has replaced SAKE Proud for June. Quite a few RSVPs so far.

July

- SUP stretch session starts every Sunday at 9:00 am
- SUP lessons start every Sunday at 10:00 am
- July 4th holiday
- July 10 - 15 Youth paddling camp
- Finalise plans for hosting Wasabi at Kent July 15
- DBcapsize drills begin
- OC6 & SUP self rescue drills every session thru July
- July 26th - OC6 race - Da' Grind at Alki Beach

August

- DB capsize drills
- Group kayak outing to Mercer Island
- August 26 - OC6 race - PNW Challenge @ Sand Point

Kayak isn't a regular practice, kayaks are reserved through the booking option.

Item #3. Financial Report

Raised by Annie Lee

1. May 2023 Financials - Summary

Revenue -\$ 4,010.87

- o Membership Dues -- \$1,895.05 (amounts don't match below categories exactly b/c of PayPal and RevSport fees)
 - 3 @ \$75
 - 4 @ \$100
 - 7 @\$140

Expenses - \$ 6,275.82 – includes CNCC expenses that will be reimbursed.

- Moorage – Now set up with automatic monthly payment - \$570.00
- Credit card charges (balance of \$3,929.40 paid on May 1st)
 - o March
 - South Leschi storage shed - \$2,054.84
 - Rainier Race Fees – \$1,289.26
 - PACCC Race Expenses - \$678.80
 - o April
 - Kent Race fees \$1,250.00
 - 990 Filing \$40.00
 - o May
 - CNCC Airfare – for 13@ \$497.80 = \$6,461.00
 - Registered Agent & Annual Report filing - \$295.00

Balances	Key Bank Checking =	\$ 12,156.08
	Key Bank Savings =	\$ 33,286.41
	Paypal Balance =	\$ 10,444.45
	Total Balances:	\$ 55,886.94

2. Year to Date activity –

- a. As of May 2023, we've exceeded membership dues revenue – Budgeted at \$18,000, and have collected \$18,685.84. Expect that we will continue to get new members as the summer kicks in, especially with SUP season approaching. So, predict that revenue will exceed projected amounts.
- b. Expenses – We did not incur expenses for Annual Meeting (\$600), Bridge to Bridge (\$200). Propose moving those budgeted amounts into the SAKE Proud budget line, since we will be at budget by June and this activity seems to be well received by membership.

MOTION: Move \$800 of unused budgeted funds from Annual Meeting and Bridge to Bridge into SAKE Proud budget.

Events/Parties	Budgeted	Actual
Annual Meeting	\$600.00	
End of Season Party 2021		
Bridge to Bridge	\$200.00	
Summer Picnic	\$500.00	
End of Season Party	\$1,500.00	
SAKE Proud	\$1,000.00	\$732.94
Dwuan Wu Celebration	\$300.00	
Ho'Olana/SUP Potluck	\$500.00	

3. Other Treasurer Activities

- a. Renewal of Registered Agent and Submission of Annual Report to Secretary of State – *Completed*

b. Lululemon Grant – Will submit LOI by end of June

there was a \$400 donut paddle expense - Annie took this out of SAKE proud. Sandy wanted to know if there's money for the rest of the year. Annie said that we'd have this. . Duan Wu has a line item of \$300 - so there is some money we can spend. We have people in the club who can order Starbucks for less, Sandy and Lesley can talk, this will help with expense.

At the end of the year, we create a new budget for the year. Unclear if we bump the budget up if we have left over from the previous year. Posters etc have been taken out of SAKE Proud, DB101 has its own budget, and we may need a specific budget line for SAKE Serves. We'll need to get some new business cards. Should have a PR/Membership budget line. Need to ask Annie.

ACTION ITEM: Follow up with the items above with Annie, Sandy to create a list and follow up with Annie.

Note additional items in coach's section.

Motions

Motion #1	MOTION: Move \$800 of unused budgeted funds from Annual Meeting and Bridge to Bridge into SAKE Proud budget.		
Moved by	Annie Lee		
Seconded by	Lesley Blyth		
Carried	Yes		
Votes	all approved.		
Attached files			
File name		Type	Size
June 2023 Board report (6.12.23)		DOCX	18KB

Item #4. Coach's report

Raised by Roula Bland

< matches May notes... unclear what's new here>

- Discuss Proposal for purchase of paddles -
- Kialoa Makahiki paddles <https://kialoa.com/products/kialoa-makahiki-dragon-paddle> (not the adjustable ones) (20% off right now, blemished paddles) \$75 each - lighter weight, more sizes, more like paddles members are likely to purchase on their own.
- Is this something the club can get/get someone who can do the capital expenditure and do the expenses later?
- Lesley wants to make sure we do due diligence. So not ready to vote today. There may not be leftover money because we need maintenance on the dragon boats after the move.
- We can keep an open line of communication and get enough time to do our due diligence. Financials are important - but we have a few other things (PFDs) where we could spend the money - would existing paddles stay? If we get new paddles, we don't need to keep them onsite. We can put them in the Lakewood shed.
- Roula asks: We'll get the financials out - timeframe? If Annie gives us the information, can we finish by email? Only if the answer is unanimous, otherwise, must be in a meeting. Start with Annie and go from there

Questions (LB)

- would like to see current financials - actuals and YTD to make a fully informed decision
- would like to see cash flow, based on assumption the club is fronting travel and accommodation costs for CCNC
- need to spend some of the equipment maintenance budget on maintaining boats and improving the mooring situation to prevent further boat damage
- will existing club paddles continue to be stored in the shed ? If no, what will happen to them ?

Comments (AL)

-We continue to have healthy balances in our accounts (over \$50,000), and can easily absorb the coach proposal to purchase dragon boat practice paddles..

- Lisa is doing a great job with estimating CNCC expenses and getting reimbursement within a month of expense. There is some lag time with race fee reimbursements for CNCC and for all other races, but at this point, we have paid for all races with minimal impact on the cash reserve.

- I (Annie) will work on a cash flow and year to date report and circulate it to the board. But, at this point in the year, we budgeted \$18,000 in membership revenue and collected \$18,686 (thru May). I'll have the spreadsheet ready so the board can see the other income categories (the race reimbursements are skewing it a bit because we didn't budget the travel/hotel, but are getting those funds in to offset the corresponding expenses).

Item #5. SUP/ OC Report

Raised by koichi kitazumi

OC6

- Innagural sprint season just ended. This was a series of back to races that occurred every Saturday. Congrats to Barbara & Sarah for perfect attendance for a total of 16 - 20 heats each. Sake was greeted with lots of excitement and praise
- Season kick off part on June 4. 16 members present for re-rigging and cleaning. Also completed self-rescue walk-thru. Potluck was fun with great food.
- back to long distance as we prepare for da Grind on July 28 and Sand Point on 8/26. Work on trailering will begin simultaneously.
- gunwale repair will begin while weather is hot.

SUP

- Kick off paddle session started on June 4th. Sessions are scheduled for Sundays and Wednesdays. Attendance is low but excitement is high.
- Lessons and new yoga-like program will start in July.

Item #6. Equipment Report

Raised by koichi kitazumi

BUK - oiling is holding up. Also tape seems to be effective, but nails need to be recessed. Nail pop-up may be related to additional wave activity. Keeping a eye on the situation.

Champion - monitoring bench and gunwale paint. 10-person boat will need to be moored temporarily at Lakewood or Leschi to enable use of trailer for OC6. Permanent transoms have been cut drilled. Need to be painted and then glued in.

OC6 - Ama re-rig complete. Gunwale repair must occur during hot weather. Cleaning requires a stronger detergent. May require removal from water.

SUP - racks are in place and initial padding installed. No SUP repair is expected or planned for this year. 12 boards are all good to go for now.

Docks - cleating and ladder stationing has been planned with Marina but has not been prioritized. Gate access with a single code will stay as-is for now.

Park beautification - is complete for now. OC6 team moved over 10 yards into the park to level the grass

Shed - Exit from Renton complete. All sheds are at capacity. Leschi shed roof is sliding out of place on windy days or from being pushed out. Exact culprit is unknown. Working on longterm solution without too much modification.

Coach boat project - 3rd set of control cables just arrived, hoping to install the week of June 12. If successful it may be possible to purchase boat for less than \$2k. Also received an offer to purchase a boat for \$4K. Roulia to go for a test drive the week of June 12.

Question (LB)

- the dragon boats and ropes are in a really terrible state and need a lot of work and soon; we need a lot more bumpers, ropes, and cleats; damage to boats is probably the worst I've seen from dock wear and tear - *KOICHI: I can show people where replacement line is stored. There's plenty of line. Currently until the main wall is installed, it will be difficult to tell if we're doing enough to protect boats and lines.*

- also new dock surface is causing unreasonable wear and tear on clothing when people find it necessary to sit on the dock so need a solution. *KOICHI: This was discussed at the last meeting, and some one had a source for more carpet. Koichi can source if needed. - Do we know who said they could get carpet remnants? Rudi's name is on the back? Anne M had some bigger squares when we first started, and she may have some more. May not need after we get more handles and posts.*

1. Communications re: how /when people should replace lines/get bumpers. This is now available.

2. May need to color code which cleats to use or find some other obvious way so that boats are tied up well. - Do we know which ones are the best? How do we know what "the right place" is? Maybe we need a little training for the approved steers? (Anne M)

We will get more cleats.

We carry a bumper to allow us to land elsewhere if needed.

We put tape on the festival boats and it's helping but it's more temporary than we had hoped.

Item #7. Youth Camp

Raised by koichi kitazumi

- No registrations at this time. We'll continue to post thru June.
- Age 14-19/high school
- Monday July 10 – Friday July 14, 9a-2p each daily
- For members only. Camp registration is free to members - \$0
- Activities include SUP, OC6, kayak & DB.
- Non-swimmers welcome
- Minimum 2 adults at all times. Seeking 4 volunteers each day. All camp facilitators will have background checks and must pass in order to volunteer
- BYO food and beverage. Some snacks and drinks provided.
- Parents encouraged to attend on Friday to watch the demonstrations.

Supervision - background checks required; documentation of passing background check must be provided so it can be tracked in RevSport; max number of participants set at 12

Registration - check box for over 18s

Non-swimmers - everyone will be wearing a PFD; everyone will need to self-rescue in all craft; huli and capsize drills will be performed

Longer term youth program - people/leadership resourcing is an issue; we are short board members, too few people taking care of things now; need to do this properly and well

Questions

LB - has a request for funding for snacks been submitted ? *KOICHI: Snacks and bottled water are being donated.*

Not just members' children. Schools are out so can't go to schools. Hong (?) and Koichi did athlete's day but not getting interest from schools. Price isn't really an issue.

Sandy would like to mention children who are suspended or expelled, who don't have community, if we worked with a particular school, they could come out and learn a skill.

Item #8. Safety Report

Raised by Lesley Blyth

Updates

Capsize drills scheduled

Asked Jason Hamman to format a multi-page capsize drill pre-brief created by Lisa H for broader sharing

Actions

Send a capsize drill specific email to all dragon boaters - early July

Share drill pre-brief with all dragon boaters - late July

Request

Some members of the Olympia DB Club would like to participate in a capsized drill

We could run one that is just for them

Will SAKE host them for a drill, as visitors ? Unsure of vaccination status, or how many might attend.

Review

Incident report as sent via email

Determine if any follow-up or action required

Discussion around what kinds of follow up might be needed given the incident report -

Minimum number of sessions? Anne M says 12 - Lesley would have to think and would probably need board approval -

minimum numbers to go out with? Lesley would need a short list and go out and talk with them.

Are there specific conditions we can specify about what conditions they go out in? Conditions can change very quickly and unpredictability.

We intentionally wrote the rules with the minimum numbers and new steers - so that we know it's OK. You do need to feel comfortable with the conditions.

Are we covered if there is damage to other boats? Yes. Our boats are covered but the deductible is high and we are unlikely to meet it.

We dropped the insurance for damage to our boats.

We are allowed 10 feet of berth in the marina - we can double berth, but on windy days, it's difficult for sailors. We may need to move the boats during Seafair/4th of July.

Item #9. Membership Report

Raised by Sandy Chock-Eng

Lots of membership activity.

blood drive 31 pints blood and platelets. good start.

Hardest part with both blood and food drive - harder to connect with the groups that are at Lakewood. They do get the club communication emails and they are reading them.

DB101 - 17 participants - 2 people joined, 4 people are in visitor status.

DB101 - May 13 - 17 participants 2 from OC/SUP

For June - 2 from WAM affiliates and ??? -

Special visitor category? Once per year there's a visitor from Sweden. So he's gone over his 3 visits total? On Saturday he couldn't get on the boat - waiver and vaccination?

Are we at a point where are vaccination requirements can be removed? TSNW has removed theirs? That will need more details - we'd need a specific item for the next meeting. We'd need to provide reasoning. Do we have a group that is currently a health committee? (That way we're starting from a better position with the next meeting.) TSNW's rationale was that the initial vaccination + booster - it's irrelevant now, and new boosters are what matters. However, they decided to drop the whole thing.

ACTION ITEM: We should get the health committee together - Scot will get them together.

Koichi is involved with the logistics for lunch for Wasabi - buy stuff from club funds? Or club members racing to contribute? Potluck with amounts on a spreadsheet? Does Sandy want a point person? Sandy has someone in mind but not certain yet. Food will be sandwiches and stuff. Breakfast would be nice - they had muffins/coffee/stuff for breakfast at Portland. Not using SAKE Proud funds.

Go with potluck and see if there are gaps as we get close - try to avoid spending too much extra out of the budget.

Item #10. Para program - paddling for people with limited physical ability

Raised by Lesley Blyth

Para programs - SAKE to offer an event, likely late August, utilising the north dock.

UPDATE LB 20230507 - Charisse is not sure if her sister will want to participate. We have plenty of time to plane, but should contact Outdoors for All, and also team manager from Team USA Para team to educate ourselves on appropriate safety measures.

ACTION 20230507 - LB to contact aforementioned groups/individuals

UPDATES

20230609 - LB emailed Footloose and TUSA Paradrasons manager

20230612 - LB in contact with a person who teaches a course for paradrason coaches

Item #11. New Business

Raised by Barbara Hayes

Item #12. TABLED: Committee style approach to reorganize and perhaps reschedule board meetings

Raised by Barbara Hayes

Institutionalize the work so that we can spread the work around. (Ask Sandy about a year-long process for membership.)

Lesley: Status and next steps?

Structure a committee and work, plan to recruit and set up a committee and work - is this figure out the plan, or recruit the committee?
Send communication out asking for committee members, ask people if they can help, then the committee decides exactly what needs to be done.

Koichi: Status and next steps?

Structure a committee and work, plan to recruit and set up a committee and work - is this figure out the plan, or recruit the committee?
Send communication out asking for committee members, ask people if they can help, then the committee decides exactly what needs to be done.

Keep on this page but this may take some time to do.

Koichi is still looking for leaders for equipment work. He's looking for organizers rather than the individuals with skills the organizers find the people with the skills.

This is ambitious for the situation. Still something we need to do, so we need to have a structure that will allow us to get things done and get more engagement from people in the club.

Background: Louise, Annie, Lesley had done some work on how to work mostly through committees and then changing the board meeting to quarterly or every other month. We've got the board meetings on the schedule for every month until/unless this is adopted. We got an overview in the December meeting.) Here was the discussion as it stood at the December meeting

TABLED : low priority as we head in to the busy season.