

Fredericton Rowing Club Board Meeting  
Wednesday, February 6, 2019  
Suite A, Sartain MacDonald Building  
551 King Street, 7:30 pm

**MINUTES**

**Present:** Jocelyn Mills (Chair), Janice Lawrence, Dion Durnford, Nathan Blais, Brad Sturgeon, Debbie Black, Martin Boulerice, Jason VanderToorn

**Quorum Present?:** Yes

**Proceedings:**

1. Meeting called to order at 7:30 pm by Chair, Jocelyne Mills.
  2. Approval of Tentative Agenda: **Motion to approve minutes as appended.**  
**Motion carried (unanimous)**
  3. Treasurer's Report:
    - a. Kelly Richard Bookkeeping Services will be able to take care of our bookkeeping for ~\$100-150/month - **Motion to engage the services of Kelly Richard Bookkeeping Services.**  
**Motion carried (unanimous)**
    - b. Final Financial report presented – The Treasurer's report indicated that assuming revenues consistent with past years, that the club will be in a +\$18K deficit position for the 2019-2020 season.
    - c. **Motion to accept the financials as presented.**  
**Motion carried (unanimous)**
- (Nathan Blais leaves meeting)
- d. **Motion to invoke the 3-month termination clause of the AD's contract with severance (paragraph 2, page 4) due to financial constraints. Termination effective immediately.**  
**Motion carried (unanimous)**
  4. Communications: Town Hall Meeting will be held Wednesday February 13<sup>th</sup>, 7:30 pm at Leo Hayes Library to provide membership with the financial status of the club and the implications.

5. Discipline:

- a. Report from the disciplinary committee presented and discussed.
- b. **Motion to reinstate the U19 coaches to their volunteer positions as per the recommendation of the Discipline Committee.**

**Motion carried  
(unanimous)**

6. Adjourn Meeting: **Motion to adjourn meeting at 11:10 pm.**

**Motion carried  
(unanimous)**

Respectfully submitted,  
Janice Lawrence

5:06 PM  
2019-01-22  
Accrual Basis

Fredericton Rowing Club  
Profit & Loss Budget Overview  
May 2019 through April 2020

	May '19 - Apr 20
Ordinary Income/Expense	
Income	
Income - Miscellaneous	
Other - Canada Summer Job Grant	
Other - Equipment Surcharge	2,440.00
Other - PCEP	
Total Income - Miscellaneous	2,440.00
Other Types of Income	
Income - Awards Dinner	0.00
Income - BBQ	0.00
Income - Bottle Drive/Clothing	2,850.00
Income - Erg Rental	500.00
Income - HO4B	0.00
Income - Racking Fees	660.00
Income - Taster Day	450.00
Total Other Types of Income	4,460.00
Program Income	
Membership Fees - Comp. Upgrade	3,000.00
Membership Fees - Competitive	23,625.00
Membership Fees - High School	3,931.50
Membership Fees - LTR 1	0.00
Membership Fees - LTR 2	0.00
Membership Fees - LTR 3	0.00
Membership Fees - LTR 4/NOVICE	0.00
Membership Fees - LTR Indoor	1,000.00
Membership Fees - LTR Junior	0.00
Membership Fees - LTR/Novice	2,400.00
Membership Fees - Middle School	3,000.00
Membership Fees - Performance	1,900.00
Membership Fees - Recreation	3,000.00
Membership Fees - UNB/STU	2,500.00
Membership Fees - Winter	2,000.00
Total Program Income	46,356.50
Regatta Fees Income	
Regatta Fees - HO4B	5,000.00
Total Regatta Fees Income	5,000.00
Total Income	98,296.50
Expense	
Business Expenses	
Advertising	1,050.00
Bank Service Fees	50.00
Bookkeeping	1,500.00
Accounting/Audit	2,500.00
Legal	2,500.00
Credit Card Processing Fees	150.00
Peloton Account Fees	200.00
Rowing Canada Fees	2,000.00
Total Business Expenses	9,950.00
Facilities and Equipment	
Boat House - Repairs & Mainten.	2,000.00
Equipment - Repairs & Mainten.	5,500.00
Fuel - Safety Boats	1,500.00
Insurance - Equipment	1,700.00
Insurance - Trailer	300.00
Insurance Deductible	1,000.00
Safety Equipment Costs	2,250.00
Trailer - Repairs and Mainten.	750.00
Total Facilities and Equipment	15,000.00
Operations	
Office Supplies	250.00
Rent - Boat House	1,000.00
Rent - F'ton Intercult. Centre	0.00
Telephone, Telecommunications	300.00
Total Operations	1,550.00
Other Types of Expenses	
High School LTR Expenses	0.00
Middle School Trials Expenses	0.00
Total Other Types of Expenses	0.00
Payroll Expenses	
Coaching Development Courses	0.00
Employee Benefits	3,000.00
Salary - Club Coach	36,000.00
Staff Bonus	1,000.00
Staff Pension Fund	1,200.00
Staff Phone Reimbursement	600.00
Staffing Contingency	0.00
Vacation Pay	500.00
Wages - LTR Coaches	4,220.00
Wages - Coaching Staff	0.00
Worksafe NB	2,000.00
Total Payroll Expenses	48,520.00
Regatta Costs	
Regatta - HO4B	1,500.00
Total Regatta Costs	1,500.00