

**COMMUNITY BOATING, INCORPORATED**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**May 23, 2023**

**MINUTES**

The meeting was called to order at 6:32pm via zoom with Mr. Schepp presiding and Ms. O’Sullivan recording. At 7:06pm Ms. O’Sullivan took over presiding the meeting. Other directors present were Ms. Belmarsh, Ms. Brudnicki, Ms. Boudreau, Mr. Farrar, Mr. Iwobi, Mr. McManus, and Ms. Rockett. Mr. Zechel was present in his capacity as Executive Director.

**ORDER OF BUSINESS**

**APPROVAL OF CONSENT AGENDA**

1. The Board voted to approve the consent agenda, including that March 14<sup>th</sup> Board Meeting Minutes

**REPORTS**

President (Mr. Gorlovsky-Schepp)

- Reviewing process for updating CBI bylaws
- Considering holding Summer Corporation meeting to review updated bylaws and share final strategic plan

Treasurer (Ms. Boudreau)

- April financials: total assets just under \$6.4M; endowment of approximately \$4.2M
- BUFCOM in process of reevaluating CBI investment policy

Executive Director (Mr. Zechel)

- **Audit:** Completed audit update to come in upcoming Board meeting
- **CSO signage:** Met with various agencies to discuss signage related to CSO levels; aligned on alternative path forward to keep membership informed in the case of CSO overflows
- **Guided sails:** Updated program to replace “informal instruction.” Providing “guided sails” with volunteers who have been vetted (e.g., background check, sailing assessment) and / or CBI staff
- **Outreach:** Established new partnerships with various groups (e.g., MS Sailing Day, program for public housing tenants)

**NEW BUSINESS**

Volunteer Code of Conduct (Evan McCarty)

- New volunteer schedule available on membership portal (improved controls, reporting)
- Completed 50+ guided sails this season thus far compared to ~37 first sails during same period in 2022
- Objective of guided sails to support sailors to achieved yellow rating; tracking and measurement to come

Interest Group Definition, roles and responsibilities, policies and procedures

- Reviewed updated overview of CBI interest groups
- Objective to streamline support from management and encourage new interest group development
- Discussed options for data collection on participation (e.g., sign-up sheets, database)
- Plan to share with key interest groups (e.g., Tiller Club, Women's Sailing / Racing) for input and feedback
- Consider adding templates / outlines for how to set up and structure new interest groups

## **EXECUTIVE SESSION**

The Board entered into executive session at 7:46pm.

The Board voted to approve the Corporation applications of Mark Harrington and Elizabeth Homa.

The Board exited executive session at 8:04pm.

## **AOB**

The Board adjourned at 8:05pm.

Submitted by: Catie O'Sullivan