



THE COCKTAIL CLASS WOODEN BOAT RACING ASSOCIATION

Executive Team Meeting Minutes

Nov 12, 2024

7:15pm

Attendance: Fred Allerton, Commodore; Tara Carew, Vice-Commodore; Jeff Weeber, Treasurer; Lena Cantera, Secretary; Chris Norman, Member at Large; Curt Bluefeld, Tom Kerr, Todd Steffes, Art Gilbert

November Meeting Minutes: Motion to Approve, Tara Carew, 2nd Tom Kerr

Treasurer's Report:

Current financial status:

- **\$Wells Fargo \$3,433.23**
- **PayPal account \$4,679.69**

2025Budget:

- Jeff reviewed the 2025 proposed budget. He made note that in 2025 there was only an 11% increase in the Chubb Liability insurance premiums. Attendees suggested a few adjustments for income and expense items. Jeff mentioned possible expenses for legal and CPA related to reinstatement of non-profit status and filing of 990 Forms. (Refer to Non-profit Status heading below.) He recommended a pause in the expense of legal counsel related to the Bylaws revisions, until the non-profit reporting issue is resolved.
- Motion was made and seconded to approve the 2025 budget with changes discussed. Motion carried. Jeff followed up by re-distributing the approved version by email.

Non-profit Status / Annual reporting / BOI Reports:

- Jeff Weeber alerted attendees to an issue regarding CCWBRA's non-profit status. The issue was discovered when Lou Linden brought to Jeff's attention that CCWBRA may need to file a BOI (Beneficial Ownership Interest) report to FINCEN (Financial Crimes Enforcement Network), which is a new requirement that was implemented starting in 2024 and is intended to police money laundering operations. The report must be filed by January 1, 2025, and requires that anyone who has an ownership interest in a corporate entity is identified.

Non-profits are not required to file the BOI report. But, in discussing this issue with Lou, it came to Jeff's attention that CCWBRA should have been filing reports to the IRS, which are called 990 tax returns, and are required for the majority of non-profit organizations. Having done some research on the IRS

website, Jeff discovered that if a non-profit does not file a 990 for 3 consecutive years, the entity loses its non-profit status. Jeff contacted Fred Bluefeld, a CCWBRA founder and treasurer prior to Jeff, to ask whether CCWBRA was ever granted non-profit status, to which Fred responded affirmatively. However, Fred was not aware of the 990-reporting requirement, and neither was Jeff, so no 990s have ever been filed for CCWBRA.

So, there is a dilemma with the required BOI report since we are incorporated as a non-stock corporation and there are no beneficial owners, but we lost our non-profit status and may conceivably have to file the BOI report. Jeff contacted his CPA and was advised to file a 990N return for 2024 to see if the IRS accepts the return. If the return is accepted, we can simply continue to function as we have, and file 990 returns annually going forward. Jeff was advised that if the return is rejected, CCWBRA will have to apply for reinstatement of non-profit status.

2025 Race and Event Calendar (Updated 12/4/24):

- **Governor's Cup** – March 15 - *NSB, FL* – (Lisa Merilson)
- **Sunnyland Boat Festival** - March 21-23 - *Tavares, FL* - (Rick Loewen)
- **NNSPS Spring Boat Show** – April 26 - Kilmarnock, VA - (Art Gilbert)
- **Skuas on the Lehigh** – May 31 - *Allentown, PA* - (Tom Kerr)
- **Camp David Cup** – June 21 – Kennedyville, MD - (Dave & Lena Cantera)
- **WoodenBoat Show** – June 27-29 – Mystic, CT – (Fred Allerton & Kim Granbery)
- **Kent Island Race** – July 19 - *Kent Island, MD* - (Keith & Tara Carew)
- **New England Race (Tentative)** – Aug 2 - (Jim Schmicker & Kim Granbery)
- **National Championship** – August 16 - *Rock Hall, MD* - (T. Steffes & P. Urbani)
- **TK Walker Memorial Tennessee Cup** – Sept 13 - *Counce, TN* – (Chris Norman)
- **Sultana's Downrigging Festival** – Oct 31 - Nov 2 - Chestertown, MD – (Tom Kerr)

Events Pending:

- **New England Race (Tentative)** - Aug 2 - (Jim Schmicker)
- **St. Michael's Mid-Atlantic Sm. Craft Festival (Tentative)** – Oct 4-5 – *St Michael's, MD*

OLD BUSINESS:

Bylaws - 2024:

- (9/10/24) Tom Kerr reported via Fred that the attorney at the law firm Fitzpatrick Lentz Bubba, who is working on our Bylaws has submitted a draft of a revised Bylaws that reorganizes the document into an updated and reformatted version. The Bylaws Committee will meet to mark up the FLB version before meeting next with the attorney, in order to facilitate their efforts and try to limit costs.
- **UPDATE (11/12/24) - Tom Kerr reported that the Bylaws Committee has scheduled a Nov 14th meeting to markup FLB's draft of the Bylaws. Per the earlier mentioned pause on legal counsel for the Bylaws, the committee will meet to finalize their edits, however it will hold up discussion on them with the law firm Fitzpatrick Lentz**

Bubba. Tom will notify FLB that we will be pausing their services until various other issues are resolved.

2024 Handbook/ rule revisions:

- (5/14/24) The FINAL DRAFT, as proposed by the Rules Committee, includes elimination of the European CE 1385 Standard developed for white water canoeing helmets. That revision would be effective beginning with the 2025 racing season. During the meeting strong objections were raised by Todd S. and Keith C. regarding the elimination of that standard. As a result of the ensuing discussion, the CE 1385 helmet issue was put on hold pending further review of CCWBRA's position on protective gear for personal safety and on liability. Also, an investigation was suggested for possible alternatives to the CE 1385 standard that could address not only the concerns raised at the meeting, but also compatibility with speeds related to Cocktail Class racing. Refer to separate email memo from Atty Iliff to Execs regarding helmets, compatibility of standards to use, and liability.

Exec Team also spent time reviewing other FINAL DRAFT revisions overall and provided additional edits which Tara recorded. Tara will forward revised DRAFT with those modifications to Execs.

- (7/16/24) The ongoing helmet rule discussion resumed. Keith made the argument for broadening the range of approved helmet certifications; with parameters based on racing conditions other than racing speed; Pete offered thoughts on not just helmets but other safety issues that deserve attention. Notes on Pete's points will be sent separately. The Exec Team agreed that a separate committee should work off-line to investigate and provide a recommendation regarding the appropriate helmet parameters, research optional helmet certifications, and report back.
- (7/17/24 Post-meeting Update) Fred assigned the Safety Committee, as the Standing Committee for issues of PPE, to be tasked with the helmet rule issue. The Safety Committee will investigate our options regarding: helmet performative parameters, optional and applicable certifications. They will deliberate and recommend revisions, if required, to the helmet rule. The following have been assigned as de facto members of the Safety Committee, Keith Carew, Todd Steffes, Ray Crowley, Peter Urbani, Charles Iliff, Fred Allerton, Tom Kerr.
After the helmet issue is resolved, they may remain as members of the Safety Committee, if they so choose, to participate in other upcoming safety matters. Chris Norman, Safety Chair will organize and schedule the helmet meeting(s)
- (9/10/24) CE 1385 Standard: The Safety Committee met on July 25. Members of the Exec Team were emailed the Safety Committee's report, which included the Committee's recommendation for Rule 7.2.1.1.2 - to change the status of CE 1385 Standard from "Permitted but not recommended" to "Permitted"; and which also included a revision to the cautionary sentence, warning members as follows: "However, these helmets are not

specifically recommended by the CPSC for power boating. These helmets are designed and marketed for Canoe and Kayak paddling.”

The Exec Team members were also previously emailed a memo by Fred A., which outlined reasons to eliminate CE 1385 Helmet Standard from Rule 7.2, going beyond the Safety Committee’s recommendation.

Fred made an initial motion for the Execs to eliminate the CE 1385 Helmet Standard. Chris Norman modified the motion and re-entered it as follows: “Regarding Helmet Rule 7.2.1.1, Helmet Std CE 1385 shall not be included as a permitted helmet standard.” Jeff seconded. Comments opposed to the motion were offered by Keith, Todd, and Tara. Comments in support of it followed - by Ray, Chris, and Jeff. The motion carried 4 to 1. Votes “yea”: Fred A, Jeff W, Ray C, and Chris N. Votes “nay”: Tara C.

- **UPDATE (11/12/24) - Racing Handbook 2025 Edition - Review/Approval**
 - **In advance of the meeting, Tara sent copies of the Racing Handbook (with the Rule 7.2 Helmet update) to the Committee members for review.**
 - **Motion was made and seconded to approve the Racing Handbook 2025 Edition with the updated 7.2 Helmet Rule. Motion carried. With that vote the Racing Handbook 2025 Edition can be passed to the Board for their review/approval.**

Helmets – Evaluation of Additional Standards:

- (9/10/24): Chris N. mentioned the process for evaluating and considering approval of additional helmet standard options, as referenced in the recent Safety Committee meeting minutes, and more fully described in RULE CHANGE PROCEDURE in the current bylaws dated 2013.
 - Members may submit proposals in writing to the applicable Standing Committee (Safety Committee in this case), c/o the Secretary for distribution.
 - After considering the proposal, the Safety Committee may present it to the Executive Committee with a recommendation for action, or (the Safety Committee) may take no action, or table it for future discussion.
 - The Executive Committee’s actions regarding a proposed Rule can be to pass the rule, reject the proposal, or table it for future discussion.
 - If the rule is passed by the Executive Committee, it shall become effective prior to January 1. Members shall be notified by publication in the next edition of the Racing Handbook, or posting on the CCWBRA website, email, or other suitable means of communication.

Ed. note: Bulletins may be used to amend or supplement the Racing Handbook after its issue date, in order to address subsequently approved rules, such as other approved helmet standards.

- **UPDATE (11/12/24) - Helmet Standard NTA 8776:**

- **Fred A. reported that the Safety Committee has been requested to evaluate an optional helmet standard and a particular helmet complying with that standard. Report will be submitted to the Exec Committee:**
 - **S1 Retro Lifer Helmet**
 - **Standard NTA 8776 for E-Bikes**

AV Plates & Skua Plans on CLC Website

- (5/14/24) (10) AV Plates were delivered to CLC. Final coordination of CCWBRA link to CLC back door pending.
- (9/10/24) Fred A reported that CLC recently provided the website link to their backdoor AV Plate sales page.
 - In August an AV Plate was purchased from our website (through a Google search apparently). The purchaser was from Wisconsin, not a member, and buying it for a Tohatsu on a small boat with a cavitation issue – but not a Cocktail boat. We refunded his payment and explained our policy of supplying AV Plates to members only. In order to guard against inadvertent sales to non-members when CLC is handling future sales, Fred suggested that we set up a 2-step link from CCWBRA website to CLC website. The first step would be an email to the secretary to let us obtain the purchaser’s information and verify membership status. The secretary would then reply with either (1) an email providing the CLC link, or (2) an email that informs the purchaser that the AV Plates are for racing members only. There was consensus for this approach. Fred and Lena will work out the details.
- **UPDATE (11/12/24) -**
 - **Fred A reported that he and Connie discussed content for CCWBRA’s website interface with CLC’s website’s AV Plate sales page and will follow up.**

Merchandise:

Hats:

- Keith mentioned P.O.S. retailers, such as Lands’ End and Team One Newport, where we can set up the sale of customized clothing with Cocktail Class branding via a “Club Store”. Ray will investigate. Our website can share a link to direct members to the P.O.S. retailer.
- **(11/12/24) No Update**

NEW BUSINESS:

Downrigging Festival Report:

- Lena C, Tom K, and Fred A. reported on another very successful 2024 Sultana Downrigging Festival of tall ships, classic watercraft, and musical entertainment. Tom, Lou Linden and Fred greeted lots of visitors at Cocktail Class booth, with the largest crowd being on Saturday. Tom stressed that we could have used more volunteers (and boats) at the festival. It seems like we generated a lot of interest.
- Mystic Seaport Museum had a booth next to ours. Rosie DiMatteo, MSM’s Waterfront Director spoke to us about their interest in exploring the possibility of a sanctioned race

at MSM on a weekend separate from June's WoodenBoat Show. Fred emailed a follow-up to Rosie and included Jim Schmicker, the NE Fleet Capt. And Kim Granbery.

- 3 or 4 other visitors approached with inquiries about potential Cocktail Class races venues in their home ports: Baltimore @ Fells Point, Cambridge, MD, and New Castle, DE.

Elections 2025:

- **Reporting for the Nominating Committee. Curt B. provided an update on potential nominees who are willing and prepared to serve in positions as indicated. The committee welcomed comments of the Executive Team. Formal approval of the nominations will be on the December agenda.**
- **Nominations discussed for the 2-year term of officer, spanning from Jan 31, 2025 to Jan 31, 2027:**

<u>Office</u>	<u>2-Yr Term Jan '25 to Jan '27</u>
Commodore	Tara Carew
Vice Commodore	Curt Bluefeld
Treasurer	Jeff Weeber*
Secretary	Lena Cantera
Fleet Captain	Peter Urbani

*Note: Jeff has requested the Exec Team to search for a replacement for the Treasurer by the end of 2025.

- **Appointment proposed for the 2-year term of member-at-large, spanning from Jan 31, 2025 to Jan 31, 2027:**

<u>Office</u>	<u>2-Yr Term Jan '25 to Jan '27</u>
Member At Large	Cameron Walker *By Appointment

- **Nominations discussed for the 3-year term of director, spanning from Jan 31, 2025 to Jan 31, 2028:**

<u>Name</u>	<u>Term</u>	
Art Gilbert, Chair	Jan 25 - Jan 28	Re-elect to add'l 3-Yr Term
Dave Cantera	Jan 25 - Jan 28	Re-elect to add'l 3-Yr Term
Jim Schmicker	Jan 24 - Jan 27	Serve remainder of term vacated by Cameron Walker

- **FYI listed below are the terms of the directors not involved in this election cycle:**

<u>Name</u>	<u>Term</u>
Tom Kerr	Jan 23 - Jan 26
Todd Steffes	Jan 23 - Jan 26

Meeting adjourned: 8:30 pm

STANDING COMMITTEES:

Membership Committee

(AKA Promotion/Marketing):

Lou Linden, Tara C, Curt B, Fred A,
Lena C

Rules Committee:

Jim Schmicker, Racing Rules Chair
Tara Carew, General Rules Director

Appeals Committee:

Capt. Peter Urbani, Chair

Safety Committee:

Chris Norman, Chair

Design Committee:

Keith Carew, Chair

Ship Store:

Engine Committee:

Charlie Iliff, Chair

Members: C. Bluefeld, S. Wearly, R. Bowler,
Art Gompf

NEXT MEETING: December 10, 2024

MONTHLY MEETING SCHEDULE: 2nd Tues of the month, 7:15pm (unless otherwise announced)