



# Board Meeting Minutes

## July 24, 2025

**Present:** Roger Amborn, Susan Halvorson, Cindy Hnatek, Mary Jackson, Lydia Jordahl, Rick Liljegren, Al Makynen, Cindy Richey, Skip Van Kessel

**Absent:** Eric Kaiser

1. June 2025 minutes were approved; motion by Susan, second by Lydia, and approval from all members present.
2. Treasurer report (Al)
  - a. "Cash" balances include \$5,900 in the checking account and two \$10,000 CDs.
  - b. YTD expenses are \$13,949 vs revenues of \$16,210. Remaining expenses for the season will include year-end maintenance, water, gas and the year-end celebration.
  - c. An insurance report was presented. Deductible on the pontoon and motors (insured for \$40,000) is \$1,000. Deductible on personal property/equipment (insured for \$2,500) is \$250. Deductible on the trailer (insured for \$3,400) is \$250. Coverage for guests is via a \$1 million general liability policy. Coverage for volunteers via direct insurance is \$50,000 per incident and \$50,000 aggregate. Recommendations for coverage changes include increasing volunteer coverage to \$100,000 and \$300,000 aggregate, and adding an umbrella policy of \$1 or \$2 million that would extend all coverages.
  - d. Regarding a capitalization and depreciation policy, the recommendation was that any item that has a useful life of more than one year and a cost of \$5,000 or greater be capitalized.
  - e. There were no decisions made on the insurance and capitalization/depreciation recommendations.
3. Sponsorship/fund raising
  - a. Roger plans to resend about five letters to organizations that have taken rides but have not yet provided support this season.
  - b. Rick agreed to draft communications requesting support from the Holmgren Foundation, which donated \$1,000 to SLRE in 2018.
4. Boat (Roger)
  - a. The estimate for year-end maintenance is approximately \$200; other remaining boat expenses are \$150 for water and \$500 for gas.
5. 2025 season
  - a. Susan reported that 89 trips have been scheduled to date, and four regular slots remain open along with four Friday afternoon slots reserved for weather cancellations. Thirteen trips have been cancelled due to weather or by the facility due to not enough riders.
  - b. Susan shared the updated 2025 Information and Guidelines for Participants and Volunteers document. An addition was distance from the drop off point to the Pier B restroom and from the drop off point to the boat, noting the ramp with a 12.5 percent slope. Board members from facilities appreciated the addition.
  - c. The Tall Ship trips were well received – "amazing." There six facilities trips, two churches and four

volunteer/family trips.

d. Discussion of time slot scheduling for the 2026 season was deferred until the August meeting.

6. Volunteers

- a. Approximately 10 of the 20 new volunteers have yet to take a trip and receive apparel.
- b. The volunteer appreciation dinner will be Thursday, October 2 at the American Legion located at 59<sup>th</sup> Avenue West. The menu from Sara Mae's Catering is to be determined.
- c. Eric's draft protocol for evaluating safety concerns raised regarding aging captains and mates will be discussed at the August meeting.

7. Marketing

- a. Green envelopes will be needed for next season; envelope content and configuration will be discussed at the October meeting.
- b. Boat signage for Snowbird Willie's is needed before the end of this season.

8. Misc.

- a. Rick has volunteered to take on the training function for the 2026 season, working with Eric who plans to step back.
- b. FYI, Pier B will be adding more docks next summer, which will make maneuvering more challenging.

*Submit any agenda items for the next meeting to Roger or Mary the week of August 11.*

**Next Meeting: Thursday, August 21, 2025 – 5 p.m. Central Daylight Time** – Theater Room (second floor), Duluth Heights Lodge, 724 Maple Grove Road 55811

**2025 meetings**

August 21, 2025 (conflict for Roger)  
September 18, 2025  
October 16, 2025

November 20, 2025 (tentative)  
December 18, 2025 (tentative)

Submitted by Mary Jackson, Secretary