

Green Lake Adult Crew
MASTER'S ADVISORY COUNCIL BY-LAWS
January 15, 2018

Mission Statement:

The Masters' Advisory Council (aka "MAC") is a voluntary organization of participants of the Green Lake Adult Crew (aka GLAC) rowing program, sponsored by the Green Lake Rowing Advisory Council (aka "RAC"). The vision of the GLAC is to be an inclusive, community where every individual can experience the transformative power of rowing and achieve their fullest potential.

The MAC shall monitor and support the GLAC, and its coaches in an advisory, non-coaching capacity. The MAC shall assist the coaches and rowers, promoting team growth and camaraderie, strengthening team's relationships with program administration and the broader rowing community, and garnering resources to support team needs and goals:

1. Foster inclusivity, participation, continuity, and comradery across rowing classes, and abilities to strengthen GLAC team relationships.
2. Facilitate communication between rowers and coaches so that rower's ideas, questions and concerns are voiced and addressed.
3. Facilitate communication and cooperation among adult rowers and other groups connected with rowing at Green Lake including Green Lake Small Craft Center staff, coaches, the RAC, and Green Lake Junior Crews. Assist and advise the RAC in areas such as: Formulation of policy affecting the Adult Rowing Program, fundraising, providing volunteers and support as needed.
4. Carry out short and long-range planning for adult rowing activities, both recreational and competitive.
5. Help develop a strong rowing program at three levels:
 - Level 1: Learn to Row
 - Level 2: Novice Rowers (less than a year of experience)
 - Level 3: Experienced Rowers
 - Level 4: Competitive Rowers
6. Assist with or provide educational and training activities for participants to supplement the regular adult rowing program: nutrition, physical conditioning, advanced rowing technique, coxswain skills, coaching skills, and general knowledge about rowing development.
7. Help maintain equipment and facilities for rowing.
8. Develop and promote GLAC team fundraising activities.

Green Lake Small Craft Center Staff:

Seattle Parks & Recreation and Associated Recreation Council staff has the authority and responsibility for the rowing program.

Commitment of Members:

By joining the MAC, members commit themselves to regular attendance at meetings and rowing classes as well as fundraising, maintenance and other activities of the organization.

Meetings:

The members of the MAC will meet every month. Minutes will be kept for each meeting and posted on the Team's electronic communication platform, and distributed to Green Lake Small Craft Center staff. Every-other month, meetings shall be open for all GLAC participants to attend. Special meetings may be called at any time by any MAC member as needed to resolve special issues.

One, all-team meeting will be scheduled early in the year (January/February) to review the year's events, procedures, etc. with all interested GLAC team participants.

MAC Membership:

GLAC participants shall elect MAC members who will serve two years. The term shall begin and end on September 1st of each year. Two-year terms will be off-set by a year amongst (approximately) half of the group to maintain consistency and institutional memory within the group.

MAC Roles:

Co-Captains: (one of each gender)

- The role of the co-Captain is to represent the team in a manner consistent with the best interests of the organization. Co-Captains are responsible for serving the interests of all rowing classes and skill levels - recreational and competitive.
- Convene MAC meetings, determine agenda and preside over the discussions
- Promote communication among the MAC members, between the MAC and other GLAC participants, and between the MAC and the coaches
- Solicit input from GLAC participants regarding policy, questions, comments and concerns
- Promote team-building through social interaction, inclusivity and motivation.
- Maintain GLAC team roster
- The mid-term Co-Captain will be responsible for coordinating the annual nominations and elections of MAC members

Treasurer:

- Maintain MAC financial records
- Provide accounting for each meeting

Communications Chair:

- Document MAC and Team meetings (meeting minutes), and distribute to rowers, The RAC Secretary and Green Lake Staff
- Assist Seattle Parks and Recreation staff and coaches in distributing information to GLAC participants
- Devise & Implement marketing and external communication efforts to reach new audiences and recruit new participants.
- Contribute to GLAC presence on social media (i.e. Facebook) and recommend content to be included on the Green Lake Crew web site, working with and through the RAC Communications Committee.
- Create and publish a monthly team newsletter.

Regatta Chair:

- Coordinate logistics (lodging, food, volunteers, etc.) and other non-coaching activities for out-of-town regattas.

- Assist in Scrimmages with other crew teams.
- Coordinate volunteers for Green Lake regattas. (e.g. dock duty)
- Assess interest in away regattas
- Send regatta "save-the-date" notices
- Prepare time lines/goals for seat assignments and logistics for regattas. Communicate goals to coaches and rowers, and work to keep all parties on track with the timelines.

Fundraising:

- Coordinate & promote fundraising activities with the RAC (Attend RAC meetings)
- Explore, develop, and coordinate fundraising activities to support GLAC as a whole, travel, regattas and events

Social Chair:

- Coordinate GLAC social activities
- Coordinate formal team events, including team meals, at away regattas

Novice (Level 2) Representative:

- Welcome new rowers to GLAC Program. (Attend at least one class or Mixer Row) Provide an over-view the GLAC Program
- Distribute informational handouts to new rowers (Welcome letter, handbook, contact information, etc.)
- Liaise between new rowers, the MAC and the GLAC Staff. Provide feedback to the MAC
- Make sure new rowers' interests are addressed
- Increase participant retention. Develop initiatives to improve rower experience

Volunteer Coordinator:

- Solicit & Coordinate volunteers for GLAC team activities that don't fall under Regattas or Social Events
- Coordinate events such as Erg Room Cleaning and winter Oar Painting.
- Communicate with boathouse staff on ongoing maintenance and develop a schedule of volunteer events

These By-Laws shall be reviewed, updated and approved annually at the end of each term, ready for the new in-coming members of the MAC.

Updated July 7, 2026