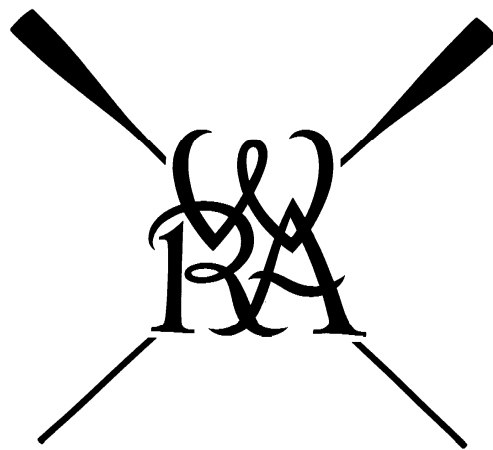




The Wichita Rowing Association

MEMBERSHIP HANDBOOK



Wichita Rowing Association Membership Handbook
Document No.: WRA-HDBK-001 Revision 2.0
Reviewed at WRA board meeting at August 19, 2010



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General Information

The Wichita Rowing Association (WRA) is a member of the United States Rowing Association. The club also has an affiliation with Wichita State Rowing (WSU). The WRA admits members of any race, color, sexual orientation, religion, general and national or ethnic origin.

Location

Little Arkansas River – Shells stored in the enclosed Handball courts at West end of the Ralph Wulz Tennis Center compound, 551 Nims, Wichita KS 67203

Website www.wichitarowing.org

Information on the website includes current officers, membership forms, waivers, regatta results, and information about the Learn to Row Class, Junior program and Masters program.

Weblog: Wichitarowing@yahoogroups.com;

Waivers

All rowers MUST sign a waiver before rowing. All rowers participating in the Frostbite Regatta must sign a waiver for the event.

Dues

Dues are based upon membership type and are due annually at the anniversary of the membership or on a quarterly basis for scholastic members. If you have a question about your membership dues or other fees, please contact the treasurer.

Membership Type	Condition	Season	WRA Cost	Boathouse fee	Vote rights*
Regular Rower	18 years of age or older	Full Year	\$120	\$100	Yes
Regular Family	All family members	Full Year	\$190	\$125	Yes
Scholastic	High school or Summer only - Collegiate	Quarterly	\$30	\$25	Captain only
Contributing	Annual Board approval	Full Year	Free	\$100	Yes
WSU Alumni	WSU alumni Graduate	One Year	Free	Free	No
Honorary	Board approval	Life	Free	\$100	No

* Members vote at annual meeting, all other club business conducted by elected board, each active adult or captain in case in case of scholastic rower in a family membership may vote.

Coaching – Additional fees may apply to any program that provides paid coaching. Fees for coaching are split amongst program participants.

Learn to Row Classes -All LTR fees apply toward membership.

Quick Catch Intro - one session \$19

Scull – five sessions \$79

Scull and Sweep – Seven Sessions \$99

Fundraising

Every member is responsible for volunteering time to help earn money for the club. WRA's largest fund raising event is the annual Frostbite Regatta held on the Arkansas River the first Sunday in November. Additional fundraising opportunities occur throughout the year and are declared by the Secretary in "general announcements" as they occur.



Workdays

Occasional workdays are scheduled throughout the year to maintain the facilities, equipment and docks. All WRA members are expected to participate in workdays so that the burden of maintaining our shells and equipment falls equally on everyone. Each member accompanied by 4 to 5 other members is assigned one month in the year in which he/she must fulfill the minimum cleaning tasks at the boathouse. List is distributed in spring and late fall as well as posted at the boathouse. Each member is responsible for the own assigned slot and if cannot perform that week, then it is that member's responsibility to make arrangements with another member to swap weeks.

Private shell Storage Policy

Members may rent space for privately owned rowing shells in the boathouse at a rate fixed by the WRA Board or WRA Commodore/WRA Board or WRA Commodore. Fees for rack space are due at annual membership renewal. Space is rented for one year periods only.

Rack fees for private shells:

Single - \$125 per year

Double - \$175 per year

The allotment of rack space is made by the WRA Board or WRA Commodore. The WRA Board or WRA Commodore will consider the nature of the equipment being stored, the ease of access, the frequency of use, and the member's contributions to the club. If a shell is rowed at least six times per year (as reflected in the log book), the shell owner will be entitled to renew his or her lease for the next year. The WRA Board or WRA Commodore may at his or her discretion, renew a lease if a shell has not been used a minimum of six times per year.

Members may store privately owned sculls, oars, or slings in the boathouse without charge, space permitting. Members are urged to store all other equipment (such as covers and shell racks) off-site, but may in certain circumstances keep such items at the boathouse with the express permission of the WRA Board or WRA Commodore.

The WRA Board or WRA Commodore will maintain a waiting list of people who wish to rent shell racks. Waiting list positions are not transferable. As rack space becomes available, the WRA Board or WRA Commodore will give preference to people who have been on the waiting list the longest. However, other factors may also be considered, such as the number of rack spaces an owner has already rented, the frequency of use of the equipment stored, and the owner's contribution to the club.

Members renting rack space may transfer the space when selling a shell berthed in that space. Notification of any such transfer must be given to the WRA Board or WRA Commodore. The WRA Board or WRA Commodore may terminate any rental agreement with good cause. The WRA are not liable for any damage, theft, or personal injury resulting from the placement of private equipment in the boathouse or from its use. It is suggested that members storing equipment in the boathouse insure it against any loss.



WRA Governance – Board of Directors

WRA is run by the board of directors consisting of between 1 and 25 members. The board is elected to a term of one year typically at the annual general membership meeting, in June. All rowing, family, contributing members and the men's and women's junior captains in good standing may participate in the election. The term for each director is one year. The newly elected board of director's first order of business at the annual membership meeting is to elect three club officers for President, Treasurer and Secretary. Board meetings are held once a month, with agendas e-mailed to the membership seven to ten days prior. Meeting minutes are likewise sent via e-mail to club members. At all meetings of the Board of Directors, a majority of the Directors shall constitute a Quorum for the transaction of club business. All club members may attend the board meetings and submit issues to be added to the agenda for discussion at upcoming meetings.

Officers

President—chief executive officer of the board of directors; heads board meetings and drafts meeting agendas

Secretary—custodian of all the records, books, and documents of the club

Treasurer—custodian of all funds of the club

Regatta Chairman – Lead person for the annual Frostbite Regatta.

- See the club by-laws for a more detailed description of each position
- See the website for a list of the current board members and their contact information

Committees

Any club member may participate in the committees below—in fact, it is highly encouraged for members to be involved. A board member typically holds the position of chairperson for each committee.

- **Executive** – Consists of the officers and the immediate past president – performs routine management of the affairs of the organization during intervals between meetings. All actions reported at next board meeting.
- **Nominating** – responsible for presenting a slate of officers for election at annual meeting and filling vacancies as they occur. Appointed by the board of directors and shall not serve more than 3 years.
- **Building and Grounds** – responsible to investigate and report material needs, maintenance and upkeep of building, organize and direct scheduled work days.
- **Fundraising and Development** – responsible for guiding the board of directors on fundraising activities, developing an annual fundraising goal and plan.
- **Finance and Audit** – proposes for board approval an annual budget and evaluates annual budget in comparison to previous years.
- **Equipment** – in charge of maintaining and repairing equipment, orients members on proper use of equipment and keeps an updated list of required maintenance materials, parts and may spend up to \$150 per month without board approval.
- **Community Programs** - coordinates recruitment for new WRA members, organizes and operates Learn To Row Classes.
- **Regattas** – Coordinates all regatta functions currently Frostbite Regatta
- **Safety** – review club safety procedures
- **Volunteer** – maintains list of volunteer duties and organizes volunteer efforts.



Safety

Speed of River Recommendations and how it affects safe rowing

Little Arkansas River

http://waterdata.usgs.gov/ks/nwis/uv/?site_no=07144200&PARAMeter_cd=00065,00060

This link will give rowers information about water speed for the Little Arkansas River from the Valley Center gauging station. It is recommended to check this website especially after a heavy rain before rowing and adhere to the following recommendations.

The Little Arkansas river in Wichita is protected by a floodway near Valley Center that generally keeps flow in the USGS Valley Center gauging station below 3500 Cubic feet per second (cfs), except possibly during exceptional floods (e.g. once in 100-year floods). Downstream of Valley Center, the Chisholm Creek diversion provides additional flood protection for Wichita.

After heavy rains, rowers should consult the USGS gauging stations at Valley Center and use the following guidelines for the crest flow during a particular high-water event. Keep in mind that the main hazard for rowers on the Little Arkansas River is debris from high water events (>500cfs), and that all high-water events---even small ones (e.g. 700cfs) in the spring---transport variable amounts of debris from sticks to telephone poles that can pose hazards to rowers and their shells. Furthermore, the amount of debris is always much greater before than after the crest. When in doubt do not go out.

- < 500 cubic feet per second (cfs): Safe for all shells. (level I-IV)
- 500- 2,000 cfs: Safe for advanced rowers unless there is a lot of debris. Novice rowers should generally wait at least 24 hours after crest, and then use caution, especially near constrictions and floating debris. (Levels III-IV)
- 2,000 – 2500 cfs: Advanced rowers, including experience fours and eights, need to row with extreme caution; if there is a lot of floating debris, consider taking a sturdier (e.g. Moby instead of Maas 2X) or lower -level (e.g. an Aero instead of Maas 24) boat. Not recommended for Novice rowers. (Levels IV)
- >2,500 cfs: Not recommended for any shells. Advanced rowers wait until water level drops below 2,500 cfs. Novice rowers wait until water level drops below 2,000 cfs.

Big Arkansas River

http://waterdata.usgs.gov/ks/nwis/uv/?site_no=07144300&PARAMeter_cd=00065,00060

This link will give rowers information about water speed. It is recommended to check this website especially after a heavy rain before rowing.

- Under 3,000 cubic feet- Safe for all shells
- Between 3,000 and 4,000 cfs - Safe for advanced rowers, novice rowers with caution, especially near constrictions.
- 4,000-5,000 cfs -Advanced rowers may find unease near the confluence and constrictions. Novice rowers should proceed with extreme caution
- 5,000-7,000 cfs - Advanced rowers need to row with extreme caution. Not recommended for novice rowers.
- 7,000-10,000 cfs- Only recommended for experienced fours and eights. Risk of damaging shells on floating debris is also increased.
- >10000 - Not recommended for any shell.



Wakes and/or Waves

The US Rowing video provides a good visual demonstration of how to handle wakes. It is important to know that a wake can split a shell in half, or swamp or flip a shell, therefore treat wakes with caution.

General guidelines

- If approaching wakes are higher than the gunwale, the shell should be turned parallel to the wake to avoid having parts of the shell unsupported by the water. It is possible to split a shell under these conditions. Rower(s) should stop rowing and lean away from the approaching wake, with oar handle(s) on the wake side lifted slightly.
- If wakes are lower than the gunwale and widely spaced, continue to row without a course adjustment. Closely spaced wakes that are lower than the gunwale may be taken at a 90 degree angle with the bow directly toward them.
- Turning in waves is tricky; allow plenty of room, energy and time.

Running Aground

- If the shell runs aground on a sandbar/shore, stop rowing immediately at the coxswain or bow's command.
- After assessing for possible shell damage, the coxswain or bow should try backing out if the shell is not too far up on a sandbar. If the shell remains stuck on the sandbar and the rowers are unable to back off of it, the coxswain or bow should have the rowers get out in pairs until the shell becomes light enough to push off of the sandbar.
- Once back on land, the hull of the shell should be carefully checked for damage.

Shell Swamped

- A shell is swamped when the interior water reaches the gunwales. If rowers stay in the shell, the floatation ends may cause the shell to break apart.
- If rescue is imminent, the coxswain or bow should direct the rowers to untie, signal a launch and unload rowers by pairs - starting in the middle of the shell - as soon as possible in order to avoid damage to the shell.
- If rescue is not imminent, take the following steps:
 - Remove oars or place them parallel to the shell
 - All persons should move to the two ends of the shell (it is dangerous to roll a shell when near riggers)
 - Then roll the shell to form a more stable floatation platform so rowers can either lie on top of the hull or buddies can hold onto each other across the hull and swim the hull to shore.

Waivers

All members signing the US Rowing Waiver should be aware that the following quote is interpreted by the WRA to mean that a member can pass a swimming test that is equivalent to treading water for ten minutes and swimming 50 yards. "I understand the nature of Rowing Activities, both on water and land based, and that I am qualified, in good health, and in proper physical condition to participate in such Activity."

The WRA recommends that new or returning rowers should consult a physician before starting any form of exercise, including rowing.



Good Sense Recommendations

- Buy a waterproof container that can fit in a shell and in it carry a few tools and a cell phone.
- If rowing alone, let family or friends know when to expect you back.
- Err on the side of safety, you may be able to easily handle a racing single in calm waters, but have never rowed a racing single in chop or fast river currents. Take a more stable shell until you know your ability in adverse conditions.
- Watch the US Rowing Safety Video, “Ready All Row,” at least once if not every year. Those coaching others are highly recommended to watch this each coaching year and to also consult the Coach Section of the Video. The Video is stored at the boathouse and may be viewed on the TV there.
- Rowers should notify their respective program coach and coxswains if they have any medical condition that could impair their ability to row or that requires special attention. Inhalers, sugar packets or other medical necessities should be taken in the shell and located next to the rower (not with the coxswain).

What to do if you do call 911

The street address of the boathouse is 300 W Indianapolis. Be sure to tell dispatch this is not “The Wichita Boathouse”. If you have assistance, assign one person to stand out on the road to meet EMS and direct them to the injured.

If you do carry a cell phone with you in your shell, then learn river landmarks well, so that you can describe where EMS should meet you (i.e. Exploration Place).

Programs

Learn-to-Row Classes

Learn-to-row sessions are offered per season for persons of any age. Quick Catch introduction classes are 3 hour sessions held the last Saturday of March, April, May, June and Aug. Sculling classes are five sessions, which are 2 and 3 hours per class totaling 12 hours instruction. Scull and sweep classes are seven sessions, which are 2 and 3 hours per class totaling 16 hours instruction. Quick Catch is limited to ten students, Scull classes are limited to 6 students and Scull & Sweep sessions are limited to ten students. All classes offer an introduction of rowing, rowing terminology, safety, and introductory sculling. Following completion of a Learn to Row scull or scull & sweep sessions, students are able to register as a member of the club, class fees apply toward membership dues.

Juniors Learn-to-Row Classes

Roughly two learn-to-row sessions are offered per season for persons between the ages of 14 and 18. Each session consists of a single day spent introducing students to the basics of sweep rowing, rowing terminology, and safety. Following completion of a learn-to-row session, students are able to register as a member of the club and participate in the juniors rowing program.

Juniors Program

This is a coached program for students between the ages of 14 and 18. Participants are required to attend three to four practices per week during the competitive season. Junior rowers will compete in several regattas over the course of the season, which generally lasts from June until the end of August. Parents of junior rowers are strongly encouraged to be involved with their children's competitive events and other rowing activities.



Novice Program

The Novice Program provides coaching in sweep rowing and sculling three days a week for adult rowers who have recently completed a Learn-to-Row course. Rowers will gain essential experience and hone their skills in rowing technique, coxing, bowing, river navigation, equipment care, and shell handling. Novice rowers can only take out WRA equipment independently after the Novice coach has verified their competency with the aforementioned skills. (See information about the bow list under the "Safety" section.) After completing a season in the novice program, rowers are welcome to transition into the Sport or Competitive Program.

Sport/Recreational Program

This program provides coaching in sweep rowing and sculling three days a week for rowers who want to row recreationally as well as for those who want to compete but cannot commit to the required practice schedule of the Competitive Program.

Competitive Program

Experienced adult rowers can participate in either the Men's or the Women's Competitive Team. Members are required to attend at least three of five scheduled practices per week during the summer season (June through August) to participate.

Winter Erg Program

This program provides fitness and competitive ergometer practices three to five days per week. Workouts typically are 1-2 hours with many members working toward indoor rowing regattas.

What To Know While On Land

Choosing a Shell

Beginning Junior/scholastic rowers need to get permission from their coach to use certain types of shells. Permission is, however, contingent on appropriate water conditions and club safety rules (see "What to Know on the Water."). See your coach for more information on what shells you can take out. All other rowers must abide by the shell use policy guidelines for appropriate shell selection based upon demonstrable capability and meters rowed. At times, particular shells need repairs; these shells will be marked with an orange "Do Not Row" sticker. It should go without saying, but do not row a shell with a "Do Not Row" sticker affixed to it. Even without the sticker, some shells need maintenance. Before hitting, the water rowers should check for missing seats, incorrect rigging, and loose foot stretchers. If any piece of equipment is questionable, bring it up with your coach before heading to the water.

Reserving Shells

Club shells may be reserved two days in advance on a weekly calendar posted near the door in the boathouse. Shells reserved for coached practices for all programs are also indicated on this calendar. Please be courteous about showing up when you have reserved a shell or erasing your name at least half a day in advance if you need to cancel your reservation.

Log Book

Before taking any shell out, either a club shell or your own private shell, you **MUST** sign out in the log book. This holds true whether the shell is being removed from the boathouse for a row, to go to a regatta, or to be sent away for repairs. The log book is located near the door in of the East boathouse at the boathouse or near the ramp at the Tennis Center at the little river boathouse. When signing the log



book, write the date, time, and names of all rowers in the shell. When you come back from rowing, it is VERY IMPORTANT to sign in with the time you returned and to log your meters rowed. Failure to do so may result in a search party trolling the river in search of a missing rower.

Bow/Cox List

Since, in all sculling and some sweep shells, the rower in bow seat is responsible for navigation, bows (as well as coxswains) must have a solid knowledge of and comfort level negotiating the various hazards of the river. To ensure this, all rowers must obtain permission to bow or Cox club shells. Concern for the safety of WRA members is the primary purpose of the bow list. Occupying a position on the bow/cox list entitles a rower to sign particular shells out to row [UNSUPERVISED BY A COACH]. This individual thereby accepts full responsibility for the condition of the shell and safety of the crew while the shell is signed out. Membership in the WRA does not confer a place on the bow/cox list. Only the skills advisor or a coach may add a person to the bow/cox list or change an individual's place on the list. The head coach of each program typically maintains a bow/cox list that identifies which rowers are recommended to bow or cox a particular type and level of shell, and the skills advisor approves the recommendations. A rower initially gets on the list, and moves up to higher levels, by gaining experience in bowing or coxing under a coach's supervision. Beginning rowers interested in bowing or coxing can request practice under a coach's tutelage. The WRA bow/cox list identifies a hierarchy of club equipment and the people who may sign out equipment at each level. There are four levels of equipment (assignment of specific shells to each of these categories is an annual responsibility of the skills advisor):

1) Novice 2) Recreational 3) Experienced 4) Advanced

In general, the Novice group includes wherries and other shells that relatively inexperienced rowers may use safely; the recreational shells include the aeros and Pacifica, the experienced includes the Maas 24's and the Advanced group includes the newest, most competitive hulls the WRA owns that can be signed out by those WRA members most experienced in rowing, shell safety, and shell handling. A full list of the shells in WRA inventory and their assigned level is shown at the end of this handbook. A rower's position on the bow/cox list is in an indication of a rower's ability to operate the equipment; knowledge of the river and rules of navigation; good judgment in the use of equipment under differing conditions; and ability to abide by WRA policies.

Lifting and Carrying Shells

Before you even attempt to pick up and move a shell, make sure that you have the appropriate slings set up for shell in once you're outside the boathouse. Check that you are using WRA slings, not personal slings (they are labeled). Pay attention to removing shells from the racks, as the shells are stored in rather tight confines along the walls. It's tricky to avoid rigging and rack beams, but it can be done. Be sure to confer with a more experienced rower or your coach if you are unsure as to how to maneuver a shell from its storage space. Above all, don't be afraid to ask for help, even if you merely need a spotter to watch and make certain that the procedure goes smoothly. Rowers should never attempt to carry a fully rigged shell with less than the number of rowers the shell holds (i.e.: eight people carry an eight, four people carry a four or quad, etc.). If you are uncertain about how to properly carry any shell, especially doubles and singles, ask for assistance.

Wiping Down Shells

After rowing, all club shells must be wiped down with a towel before being put back in the boathouse. If water is available, wet the shell and wipe down to remove river scum.



Re-rigging Shells

If you had to re-rig a shell in order to row it, you must return the rigging to the state that it was in before you used the shell. This is important for shells that are used by multiple groups, as it ensures that a shell is ready for the next group that has scheduled to use it. Foot stretchers are the one item on the shell that does not need re-setting after each row.

Replacing Shells on the Racks

Before bringing any shell back into the boathouse, make sure that the correct end of the shell will be going in first. All the shells in the boathouse should have the bows and sterns facing the same direction—bows facing out. Take as much care in replacing shells on the racks as you did removing them, especially with tired arms.

Bringing in Slings

If you know there are other shells still on the water when you come in and there are not many sets of slings setting out, it is ok to leave a pair of slings outside the locked gate. However, if you are one of the last to come off the water and you know there aren't any other shells still out, please bring in all slings even if you didn't set them out yourself. To determine if there might be shells still out on the water, check the log book or look for empty racks in the boathouse.

Reporting Damage

When equipment is damaged, major or minor, on or off the water, the incident must be reported. There are forms in the boathouse to fill out when a shell is damaged and/or can be found online. On the form, identify the location of the damage, how it was incurred (if known); the date and time that it was observed, and your contact information. If the damage renders the shell unfit to row, you must also tag it with an orange "Do Not Row" sign to prevent anyone else from taking them out until it is repaired. Ideally, the Equipment subcommittee chair should be informed of damage to any club equipment, but if he or she is not available, a coach may also be informed. Anyone responsible for damaging equipment is also responsible for helping to repair it. If minor damage occurs through routine use, such as damage to a fin from submerged log in the river, this is covered by membership dues. Responsibility for cost of repairs is ultimately responsibility of the WRA board. Major damage will be considered on a case by case basis by the board and members involved.

Closing the Boathouse Doors

If you are the last shell to go out on the water and no one is left at the boathouse, close the doors. If you are the last shell to come in, close and lock the doors before going home. All WRA members have security information for front and back gates plus keypad combos for east and west buildings. All members are to keep their personal codes to themselves. If you are the last person in you are responsible to lock up and secure the boathouse.

Coaching Launches

The rowers in each program are responsible for bringing down and putting away their own coach's launch. The coaches are also responsible for making sure the gas tanks are full for the coaching launches. Gas expenses will be reimbursed by the club Treasurer. Our older outboard motor is a two-stroke motor and the newer motor is a four stroke; **be sure you add the appropriate amount of two-cycle oil to the gas for the two-stroke only –its marked on side of motor**. Do not leave unmixed gas at the boathouse unless it is a clearly marked as such; accidental use of gas without two cycle oil will cause serious engine damage.



What To Know On The Water

Traffic Patterns

In general, WRA shells should row up river on the East side of the river and downriver on the West side on the Big Arkansas River and the same pattern on the Little Arkansas River. (The Tennis Center boathouse is on the East bank of the river.) Shells should never proceed on the wrong side of the river unless directed to do so by a coach or race official, or under emergency circumstances. Shells should never stop in the water positioned perpendicular to the shore. When stopped for any reason, shells must maintain an orientation parallel to shore.

Things to Watch Out for on the River

- **Bridges**—never turn a shell around near, under or immediately upriver of a bridge. The current can push a turning shell right into a bridge piling, so make sure you are far enough away or down river of a bridge before turning.
- **Sandbars**—you may want to study the river map to see where sandbars are located. Although these are generally not a problem, when the water level is especially low you may need to row closer to the middle of the river.
- **Debris**—Pop bottles, plastic bags, and dead fish pose few problems, but logs and branches of varying size can cause considerable damage. They sometimes float just under the surface of the water, so bows and coxswains need to pay considerable attention to spotting them and steering clear. Debris tends to be worse in the spring and after it rains.
- **Deadheads**—Deadheads are what happens when a free-floating log becomes mired in the riverbed, usually with one end pointing up toward (and sometimes through) the surface of the water. These can be very difficult to see and extremely damaging to shells. They can also occur almost anywhere in the river, near shore or smack in the middle of the channel. Bows and coxswains, again, need to watch closely for them.
- **Other Watercraft**—We share the river with motorboats, jet skis, canoes, kayaks and other rowing shells. Legally, motorboats and jet skis are required to have a permit to be on the Arkansas river. They should slow down when approaching a shell but this doesn't always happen. Stop rowing if necessary to wait for motorized watercraft and the ensuing wake to go by.
- **The Lincoln Street Dam**—Downstream from the boathouse about 700 meters is the Lincoln Street Dam, and is the end of the 2500 meter run from the Keeper of the Plains to the dam. Stay back at least 150 feet from the dam and further when the river is flowing fast.

Launching and Docking

Always push off and come into the dock with your bow pointing upriver. If you plan to row upriver first, quickly row to the side after pushing off. If you plan to row down river first, row away from the dock into the middle of the river and turn around. Then move toward the West side as you head down river. When docking or preparing to launch be very aware of other shells that are coming in or going out. At times, it's most feasible to wait for a smaller shell to land and get off the water, rather than making it wait for an entire eight to load, tie in, and launch. Certain times of the day feature more rowing traffic than others, especially early morning on weekdays and weekends, and after work during the week. The bustle in the boathouse as folks get ready to launch is amplified in the traffic on the water. Pay attention to what's going on in both areas, and be respectful of others needing to move more quickly or slowly than your own rowing workout.



Flipping a Shell

Before you set out from the dock

1) Do Not Tie/Velcro Your Shoes Too Tight.

2) Make sure that the heels of your shoes are tied to the foot stretchers with a limit of a 3 inch string length (height of heel of the shoe vs. foot stretcher equals minimum 3 inches). In the event of a flipped shell, you need to be able to get your feet free of the shoes quickly.

If you should flip or fall out of your shell, remain calm and **STAY WITH THE SHELL**. The shell will float even if swamped and each oar will float. Wait for the launch to arrive, or try to kick your way to shore and get back in the shell there. Ask an experienced rower or coach for other techniques for getting back into a flipped single.

Cold-Water Policy

When cold-water rowing conditions exist, defined as water temperature below 55 degrees Fahrenheit, club equipment will only be used as described below so as to be in compliance with US Rowing guidelines.

A) When the water temperature is below 45 degrees, all club-owned shells must be accompanied by a launch and must remain within 500 meters of that launch. The shells must be signed out in the log book, listing the name of the launch driver who is accompanying those shells.

B) When the water temperature is between 45 and 55 degrees, club-owned shells must stay in groups of two or more and must remain within 250 meters of all other shells in their group. The shells must be signed out in the log book, listing all other shells in the group. Owners of private equipment are strongly encouraged to follow the above guidelines, and are expected to make responsible and mature decisions in an effort to promote safe and responsible rowing for all club members. These guidelines establish a minimum safety standard. All rowers are encouraged to use extreme caution in any conditions that pose a risk of hypothermia. This policy is usually only necessary in the early spring and late fall.

Lightning Policy

NEVER launch a shell if you see lightning! According to US Rowing guidelines, rowers must wait 30 minutes after lightning has been sighted, and no new lightning bolts have been seen, to launch. If lightning is sighted while you are already on the water, you must return to the boathouse **IMMEDIATELY** and wait for conditions to clear.

Low-Light Policy

All shells rowing after sunset or before sunrise WRA recommends shells display a white light that is visible from a distance of at least one mile. In addition, all club-owned shells that are rowing more than thirty minutes before sunrise or more than thirty minutes after sunset must be accompanied by a launch unless specifically exempted by the board. The shells must be signed out in the log book, listing the name of the launch driver who is accompanying those shells. Owners of private equipment are strongly encouraged to follow the above guidelines, and are expected to make responsible and mature decisions in an effort to promote safe and responsible rowing for all club members. These guidelines establish a minimum safety standard. All rowers are encouraged to use extreme caution in low-light conditions, including those that exist due to weather conditions.



Other Adverse Conditions

Under certain adverse conditions, you should decide against going out on the water. These include excessive heat and humidity, high wind, downpour, horizontal rain, rough water (marked by whitecaps), strong current, excessive debris, or ominous weather. Not only do these conditions make rowing dangerous, but incredibly frustrating and not much fun.

Shell Inventory

	Shell	Mfg	Model	Color	Serial No.	Bow Name	Ranking	Oars
1	1x Single	Alden	under repair	Yellow	#003	noname/Alden	Level I - Beginner Sgl	5,6,7,8,10,12 Macon blade
2	1x Single	Maas	Aero	White/Red Stripe	#009 XBQ20294C888	Stealth Bomber	Level II - Beginner Sgl	6,7,8 Macon blade
3	1x Single	Maas	Aero	White/Blue Stripe	#006 XBQ21121A444	Broken Aero	Level II - Beginner Sgl	6,7,8 Macon blade
4	1x Single	Maas	Aero	Grey top/white	#007 XBQ20125B787	noname	Level II - Beginner Sgl	6,7,8 Macon blade
5	1x Single	Pacifica		White	#005	noname/Pacifica	Level II - Beginner Sgl	5,6,7,8,10,12 Macon blade
6	1x Single	Maas	24	White	#011 XBQ	New nonameMaas	Level III - Rec Racer	0g,1,2,3,4,9g,14,15 Hatchets
7	1x Single	Maas	24	White	#008 XBQ10421M506	New nonameMaas	Level III - Rec Racer	0g,1,2,3,4,9g,14,15 Hatchets
8	1x Single	Maas	24	White/Red Top	#004 XBQ50250A494	Old nonameMaas	Level III - Rec Racer	0g,1,2,3,4,9g,14,15 Hatchets
9	1x Single	Fisa		White	#001	noname/Fisa	Level IV - Racing Single	0g,9g,14,15 Hatchets
10	1x Single	Vespoli	Please use TLC	White/Red Top	#002	Angie Pirner	Level IV - Racing Single	0g,9g,14,15 Hatchets
11	1x Single	VanDusen		Blue/Green	#010 (Light/Midwt rowers)	Shannon Leigh	Level IV - Racing Single(old)	0g,9g,14,15 Hatchets
12	2x Double	Maas		White	#031	Moby Dick	Beginner Dbl	5,6,7,8,10,12 Macon blade
13	2x Double	Maas		White	#032	noname	Recreational Double	0g,9g,14,15 white Hatchets
14	2x Double	Dirigo		Yellow	#030	Jay Pfeiffer	Racing Double/Pair	0g,9g,14,15 white Hatchets
15	4x Quad	Vespoli		White	#042	Heron	Middle wt (scull oars)	All Hatchets
16	4+ Four	Vespoli		White	#040	Alumni 4	Heavyweight four	Sweep Oars
17	4+ Four	Dirigo		Yellow	#041	Don Wadsworth	Lightweight four	Sweep Oars
18	8+ Eight	Kaschper	For Sale	White	#080	Joan Lind	Midweight Racing Eight	Sweep Oars
19	8+ Eight	Kaschper	For Sale	White	#081	Laurence	Midweight Racing Eight	Sweep Oars
20	1x Single	Stampfli	under repair	Wooden Hull	#011	Pirner	Museum Boat-Do Not Row	
Legend								
1x	Single Rower, uses Macon blade (5,6,7,8,10,12) or Hatchet blade (0,1,2,3,4,9,14,15, Includes two pair of white hatchets) Sculling oars							
2x	Two Rowers, uses Macon (5,6,7,8,10,12) or Hatchet Sculling oars							
4+	Four rowers, Hatchet Sculling oars							
4+	Four Sweep oars plus coxswain (also known as ' Four with Coxin')							
8+	Eight Sweep Oars plus coxswain							

Shell Inventory, Use & Skills Policy

Skills Assessment

The following is a guideline to help new rowers know when to move to a more challenging shell or what constitutes safe rowing alone. Rowers new to the club that have rowing experience will be checked out by the Skills Advisor. All shells are classified into levels I, II, III or IV as shown in the table above. Before Rowing a Single Solo, members must be approved to a specific level by the Skills Advisor.

On Water Skills

- Can do backing strokes
- Can turn shell around even with wind blowing rower into shoreline
- Can pick up speed if needed to get out of harm's way
- Can launch and dock safely and efficiently



On Land Skills

Correctly gets in shell

Correctly places oars in shell should be able to carry shell to water, but there are shells that are too heavy for one person to carry

Correctly checks shell before rowing

Water Knowledge

Knows both rivers – where bridge, shoreline hazards, sand bars

Checks weather and river current websites to determine current conditions of safe rowing

Knows limits of ability and based on conditions will move to a safer shell or limit how far to row

In Case of Trouble Knowledge

Is comfortable with probability of flipping shell and getting self and shell safely to shore and back to boathouse

The Solo Rower should take fewer risks and more precautions

Upgrading to a New Level of Shell

From Level I to II

Has rowed 40,000 meters

Has the “On Water” and “On Land” Skills mentioned above

From Level II to III

Has rowed 120,000 meters

Can demonstrate technical maneuvers, such as arms only rowing, racing starts

Can stop a shell quickly and effectively

From Level III to IV

Given the limited inventory of these shells, it is recommended that only rowers training for regattas use these shells. If a Level I shell is broken, rowers can row the other Level I shells. If a Level IV is broken before a regatta, the competitor may not be able to compete. This is not to limit or discourage club members, but serious training goals should be practiced in these shells.

Has rowed 180,000 meters

Has rowed 100,000 of those meters solo

Has a great shell sense, for example, can stand in a shell on the water

Can easily row side by side with other shells with good navigation

Coxswains

Level I

Under guidance of coach

Level II

Has coxed 40,000 meters with minimal guidance from coach

Knows hazards of both Wichita Rivers, can navigate both easily

Knows what to do in case of emergency

Demonstrates good safety skills

Knows commands for getting shell to/from river, launching, and docking

Can safely and correctly execute weigh enough, hold down and basic commands on water



Level III

Has coxed 80,000 meters with minimal guidance from coach
Is fluent with coxing commands
Has a good repertoire of coxing drills
Has basic knowledge of rowing workouts and use of spm
Is interested in coxing a race (but this is not a necessity for a WRA coxswain)
Is working on successful coxing side by side with other shells

Level IV

Has coxed 120,000 meters, 60,000 of those without coach guidance
Can take a crew out without a coach and provide a meaningful workout and practice
Knows drills and when each drill is appropriate to use
Is interested in motivating and personally encouraging each rower in shell
Can easily cox side by side with other shells (coxed or blind) and is working towards race steering skills even if never wishes to cox races

All rowers and coxswains regardless of Level are always encouraged to continue to improve skills and seek to help others improve theirs.

Damage to Equipment

Accidents can happen, but we take lots of precautions to prevent them. All Members must be attentive during docking and shell handling. Even though the Coxswain is responsible for being in command of the shell, everyone must watch for problems. In the event of accidental equipment damage, the whole Program or individual during which the accident occurred is responsible. Responsible means to either pay for the repair, or with guidance of the equipment committee work on actual repair, or provide other services to the club to offset cost of repair at discretion of the board. Note: The club insures all equipment for accidents and loss. Any major accident or loss (in excess of insurance deductible) would be covered by club insurance.

Regattas

Regattas that competitive members typically attend throughout the year:

WSU Erg Sprints - Wichita, Kansas (2000 meters) February
Kansas Open Indoor Rowing Championships – Topeka Kansas (2000 meters) February
Crash B. Sprints World Indoor Rowing Championship – Boston Massachusetts (2000 meters) February
Spring Youth Championship – Oklahoma City Oklahoma (2000 meters) April
Tulsa Route 66 Regatta – Tulsa Oklahoma (1000 meters) April
Great Plains Rowing Championship - Topeka, Kansas (2000 and 400 meters) May
Sunflower State Games – Topeka, Kansas (400 meter sprints) July
Royal Canadian Henley – Ontario Canada (2000 meters) August
Head of the Oklahoma – Oklahoma City (2.5 mile head race) September/October
Annual Frostbite Regatta -Arkansas River-Wichita, KS(1.7 mile head race) 1st Sunday in November



WSU / WRA guidelines

General Guideline WSU - WRA working relationship **(Effective 9/2005, Updated 6/06, 1/07, 1/08, 7/09)**

These guidelines will be updated as needed and mutually agreeable to both WRA and WSU crew.

I. Inventory

II. Equipment Loans

Equipment including shells, oars, trailer, riggers, etc. may from time to time be loaned for use from one club to the other providing the following general guidelines are followed.

1. Bill Vansickle is the designated equipment representative for WRA, Steve Owens is the back up. Calvin Cupp is the designated representative for WSU.
2. Equipment loan to be requested to and permission granted from the designated equipment representative.
3. If damage occurs to any equipment while under the use and care of the borrowing party, that club is responsible for repair to "like condition" or monetary payment in sufficient amount to facilitate third party repair to "like condition", in a timely manner.
4. A timely manner and like condition are at the discretion of the owner club's equipment representative and should be discussed at the time of loan.

IV. WRA Juniors

Junior Program of WRA is a vibrant and growing group within the WRA. This growth has been promoted for all interested juniors to learn and compete with the WRA junior program. As such, WRA wishes to acknowledge the junior program focus is to prepare junior rowers for potential competition as collegiate rowers and foster the sport beyond the junior WRA program. As WSU and WRA have a mutually beneficial relationship and wish to foster growth, sportsmanship, and enthusiasm for rowing in Wichita, WRA junior program will make greater efforts to promote WSU rowing to juniors and to work with WSU in preparing juniors for potential collegiate competition as potential WSU rowers. This will include joint activities at regattas, practice, within the boathouse, and in various summer programs.

V. WRA/WSU communication

A WRA - WSU liaison has been selected to coordinate issues between the WRA club and the WSU team. WRA will endeavor to gather all concerns or issues through the liaison rather than individually, with the exception of duly selected representatives who are responsible for day to day activities and have been assigned responsible status of those activities. At this time, these include:

Junior Coaching (6/2010) = Brian Adamson & Leah Condon

WRA Equipment (6/2010) = Bob Lakin, Steve Owens, Bill Van Sickle, Brian Adamson

Dock (6/2010) = Brian Adamson

LTR (3/2010) = Steve Owens quick catch & April / May; Allen Strickler June/July

Boathouse & WSU Liaison (7/2009) = Eric Strickler

VI. Frostbite

Annually a meeting between frostbite chairman and/or WRA/WSU liaison and WSU coach will be held for purpose of establishing arrangements for event. An example of from the 2007 Frostbite arrangement as approved by WRA board August 2007 is shown below.

WSU crew will:

1. Host any/all participant athletes at the Heskett Center on Saturday evening prior to event. Will provide WSU coach to stay overnight as designated WSU crew representative to oversee the guests and facility.
2. Provide 3 launches and 3 sets of lifejackets and 3 launch motors (excluding gas) for use by WRA on Day of Frostbite
3. Provide use of WSU dock (WRA to move dock and return when finished using)
4. Provide stopwatches and other misc. equipment as needed and as in past

WRA Crew will

1. Pay \$400 to WSU Crew/ WSU crew representative
2. Waive WSU team Fee for Frostbite
3. WRA will List WSU as a contributing sponsor on appropriate materials as deemed mutually beneficial.