



MEETING MINUTES

Date/Time: November 18, 2025 8:00 pm EST/5:00 pm PT

Attendees: Jenny Withycombe, Myrna Gotrell, Malcolm Doldron, Cara Stawicki, Molly Moore and June Marshall

USRowing Board Member Liaison: Stephen Ciraolo

Guest: Tom Rooks, Chief Sport Officer, USRowing

I. Call to Order: 8:04 pm EST/5:04 pm PT

- A. Approval of Prior Minutes – The approval of the September 9, 2025 minutes and October 14, 2025 minutes were tabled until the December 2025 meeting.

II. New Business:

A. Guest Speaker Tom Rooks, Chief Sport Officer

- Mr. Rooks began by providing his background in the sport of rowing and his journey to his current position. He also explained his philosophy about the purpose of his position.
- Ms. Gotrell expressed the confusion many scholastic rowers and coaches in reporting incidents – specifically racial or bullying incidents- that happen and that if issues are reported is there somewhere this information is maintained. Mr. Rooks stated that those incidents were in the “gray area” and acknowledged that these incidents were a challenge, but he has created a safety incident report and is currently re-writing the code of conduct. Mr. Rooks explained that his department does go back to the club at issue to gather what they have done in response to an incident. He also stated that if it does not rise to criminality, the Safeguard Center will not review it. The main punishment USRowing holds at this time is revoking a club’s membership from the organization.
- Ms. Gotrell asked if there is a place to store the incident report information for repeat offenders. Mr. Rooks replied that one job tasked to his staff member Emily Goldsmith was to input into the USRowing system the incidents that are reported.
- Ms. Moore stated asked what the big pushes that Mr. Rooks is going for and what resources is he lacking. Mr. Rooks answered that he is very interested with coastal rowing and that indoor rowing is a way for the sport to become more exclusive and expand.
- Ms. Stawicki asked Mr. Rooks about Pearl Outlaw. Mr. Rooks explained the current situation.

- Ms. Withycombe asked what the Committee could do to help. Discussion ensued regarding the creation of a cultural competency video to which Mr. Rooks stated he would welcome Committee members' help in completing. Ms. Marshall stated that we need to start dealing with the gray areas and one possibility is to have Committee members to help with the code of conduct.

III. **Executive Session** – The Committee then entered into executive session.

IV. **Adjourned:** 9:45 pm EST/6:45 pm PST