

Upper Valley Rowing Foundation
Board of Directors Meeting Minutes
June 2, 2010
DMS Conference Room

Board Members Present: Liz Marshall, Heidi Lange, Peter Davenport, Dan Ruml, Paul Gross, Dick Grossman, Jen Friend, Bob Haynes, Karen Sluzenski, Brenda Sirovich.

Board Members Excused / Absent: Elizabeth Glenshaw, Win Piper, Buzz Congram.

Call to order: at 5:45 PM.

1. **Executive Committee report.** Met once per usual Executive Committee schedule, discussed the current meeting agenda as well as new guidelines for the conduct of meetings, specifically:

The EC proposes new “ground rules” for Board Meetings. We will adhere to a 5:45 – 7:30 PM meeting duration, except under compelling circumstances. Agenda items will be limited to their allotted time. Only one conversation at a time should take place. Period. Informational items will be distributed and should be reviewed prior to the meeting – if a member requests a discussion of any informational item, ideally this request will be registered (to the Secretary) prior to the meeting.

2. **May Board Minutes.** Peter D **moved**, Karen seconded, the Minutes were approved unanimously with two abstentions by those absent at that meeting (Dick, Bob).
3. **Programming Issues.** Programming (Sweep) is a “click away” from ready on Ronin.
 - Advanced Program – The Programming Committee has identified a replacement coach, a college junior who interviewed very well and is very committed.
 - Learn-To-Row Day – We are in good shape. We’ve had good advertising, including listservs. There seems to be a bit of buzz about the event. We have adequate volunteers. A few details remain.
4. **Board member search and member responsibilities** – What we really need is someone to share a clearly delineated programming position with Heidi. The amount of work required for extra-curricular programming (tank sessions, FLIP, After Hours, Learn-To-Row Day, etc. etc.) is overwhelming in addition to curricular programming. Sculling program has turned out to be a minor responsibility, even in this, the first year of the program. A number of names were discussed confidentially. Two members will be approached for interest. This will be a term that runs until the 2011 Annual Meeting.
5. **FOHC** – Buzz, Dick, Heidi, and Jen met to consider options for affiliation with FOHC. Possibilities: 1) Private indoor rack storage (30-40 spaces); 2) Junior startup crew program. Indoor single storage could work well as a way at least a preliminary arrangement. The full Board agreed to communicate to the FOHC Board that our initial commitment to the Fullington Farm site would be for private indoor rackspace.
6. **UVRF launch use for private lessons** – Buzz has requested the use of a launch to give private lessons, as he has done in previous years. Previously, there was no fee, but there was the expectation of keeping the fuel tank full. Dick mentioned that in other rowing operations he’s been associated with, they charged per use fees. The Board developed a policy, recognizing that private coaches do provide a service to the Club and its members. If approached by a private coach, the Club will offer a \$100 launch usage fee for the duration of the season (to cover wear and tear, and maintenance), or \$10 per use. Private coaches

will also need to have to have a NH boating license, request permission, and to be a UVRF board-sanctioned coach. They will be responsible for replacing gasoline. And they must report any damage immediately. Coaches must check the schedule in order to avoid conflicting with any UVRF programs; specifically, they must avoid being out on the water at the same time as any club-run program.

[Heidi left the meeting at 6:40 PM]

7. **Finance report** – Membership is on track thus far this year. Eight are already signed up for the Novice program. The new outdoor sculling racks are paid for and delivered. We should come pretty close to covering the cost of those racks this year. By next month's meeting, Paul expects to have the budget. Rackspace is being paid ahead of schedule compared with last year. Those who have not paid by start of season receive "gentle reminders" and can lose their inside space due to non-timely payment. We received the heavyweight Peinert as a donation from John Steidl. We will give him a charitable contribution letter once we have established the free market value. Dick needs the serial number to put it on our insurance policy.
8. **Safety** –
Formation of Safety Committee. We should have at least two additional people involved in the new Committee (beside Dick, the Chair), including someone who sculls from their own boat, and the **coach** who runs the sweep program. **It is believed that coaching buy-in will help with programs that have historically not complied with safety regulations.** Therefore, it was agreed to put the competitive coach or coaches on the Committee. Dick will chair.
Other safety. The Club swim test is all set for June 21 (first day of novice rowing program) from 7-8 AM; no charge that day. We need to send out a letter to membership, sooner rather than later. We have volunteers to cover administration of the test (and recording of names): Dick, Karen, Liz M, Brenda. Do the bullhorns work? The Kippy kits are still in the farmhouse at Fullington but they should be in good shape except for the bullhorns; they will be brought to Fuller on workday June 6. The Kippy kits need to be ready to roll on June 14. We should also get whistles and locate the kill switches in a UVRF tub in the house at Fullington. We should own some spare kill switches. Carin R will be asked to bring 2 Kippy kits to the swim test session.
9. **Vacation coverage** – Liz will cover gmail account June 5-10; Brenda will cover June 10-18, then Karen S returns. Jen F will be Liz M's alternate on Ronin while Liz is away.
10. **Informational items:**
(Advance notice)

Ronin registration. The Executive Committee agreed to rerouting Ronin program registration (for a nominal charge) starting now, requiring aspiring participants to answer YES/NO to a query about having registered for membership.

Dartmouth contract. With resolution of the Porta-Potty issue, the Dartmouth contract has been completed.

Refund policy. In response to a late drop out from a sculling program, the Executive Committee resolved to improve wording about our refund policy on the website (i.e. cancellation before 7 days prior to program start results in a refund minus \$30 charge; no refund after that time). The current (non-)member was offered in this case half of the program fee refunded or the entire fee applied to membership dues for 2010.

Equipment rentals. Because of the demise of the "rent-to-own" boat (the "Nag") from HHS, we anticipate needing to rent one Eight, in addition to one Four for the

summer season. Brian Conley on behalf of Dartmouth agreed to same price as last year for 1 trailer, the Hunter (8+), Plek (4+). In case we need an additional rental due to high enrollment, we will ask the HHS about the Parents (specifically asking if they would be willing to keep it accessible after the high school retires their boats for the season).

(Additional items noted at meeting)

Clarification of existing special member arrangement. A club member who performed a substantial amount of work for the club several years ago has an arrangement with the Club that allows for him to receive free membership and club sculling privileges for five years, starting in 2008.

Registration. A separate page regarding HOW TO REGISTER will be posted on the UVRF website.

Sculling dock. The sculling dock will be opened to club scullers as soon as arrangements have been made for dock monitors and the log book. Volunteers will be sought for the dock monitor supervisor. Jen will take care of the log book. Members will be notified when club sculling is available.

Adjourned 7:15 PM.

Respectfully submitted,

Brenda Sirovich
Secretary