

Upper Valley Rowing Foundation
Board of Directors Meeting Minutes
August 4, 2010
DMS Conference Room

Board Members Present: Liz Marshall, Dan Ruml, Paul Gross, Dick Grossman, Jen Friend, Karen Sluzenski, Brenda Sirovich, Win Piper.

Board Members Excused: Bob Haynes, Heidi Lange, Peter Davenport, Elizabeth Glenshaw, Buzz Congram, Dartmouth representative.

Call to order: at 5:45 PM.

1. **Executive Committee report.** The Executive Committee met per usual schedule and reviewed today's agenda and refund policy (to be discussed). No specific decisions were made.
2. **July Board Minutes.** Deferred, as a number of members were unable to open the document distributed. The document will be reformatted and redistributed prior to next month's meeting.
3. **Club Sculling season scheduled.** Historically we have had to conclude club sculling season by the third week in September. However, due to additional open rack space that does not interfere with Dartmouth, we may be able to keep some club boats available into October or November. If space is available, it was agreed that the Club would keep doubles and potentially selected singles through October, with single use permitted by club sculling members who can carry their own boats. Dock monitors will last only through September 4 at the latest.

[Win Piper arrived at 5:53 PM and a quorum was achieved.]

We need to determine how long we have dock monitors (Nancy) and how much rack space we will have available (Dan R.) in order to propose which boats will be available through October. Jen Friend will communicate with Brian Conley (Dartmouth) regarding when they will begin their fall season. A notice will go out to club members, including the requirement to get checked out in a racing boat prior to the third week in September if they wish to continue rowing past that time.

Safety side issue: We need to review the Safety Policy particularly in re: PFD's – that is, we will require PFD's e.g. when the water temperature is under 60 degrees; responsibility for evaluating and notifying scullers of the water temperature will need to be delegated.

4. **Refund policy** – A draft of the revised refund policy was presented. It was pointed out that we will still allow discretion in individual cases (e.g. in the event that a member is hospitalized). The policy was amended with one clarification. Win moved approval, Liz seconded, the motion unanimously passed. However, it was subsequently recommended that it may help us to have a line or two in the Refund Policy explaining why a firm policy is a necessity for us (fairness, equity, sustainability); therefore a line will be added and the revised policy will be subject to a second vote. In addition, in the future, registration will include UP FRONT the requirements for membership, swim test, and the refund policy; we hope this will ensure fewer understandings.
5. **Club Boats for Racing policy** – A need for clarification of the policy for club members traveling to races with club singles or doubles became apparent this summer season when 2 Competitive Sweep Program women took a double and two sets of oars to a race over a weekend. The Coach had not communicated with the Sculling Captain.

(This raised a question about whether certain oars should be assigned to certain sculling boats. We have ten sets of hatchet blades; possibly eleven as of next week, after a trade of three old sets for one new set.)

It was agreed that for those racing sculling boats and blades as part of a Club (Sweep or Sculling) Program, the Coach will be required to clear the use of the boats and oars with the Sculling Captain in advance. This should be included in the coaches' orientation manual for next time.

A draft policy for members wishing to borrow and travel with Club boats to race was circulated and discussed. A revised draft will be circulated to Board members for a future vote.

6. **Black Bear Sculling issue** – [The Board went into Executive Session].
7. **Employee / contractor issue** – Payment of Club Coaches has been changed to treat Coaches and Assistant Coaches as employees rather than contractors. The additional costs of contributions to Social Security (7%) and Medicare (2%) are small compared to the potential financial consequences of failing to do so.
Coaching fee structure will be revisited this fall. We currently pay all coaches at the same rate, a structure that could be improved upon. We expect to learn more about how other clubs handle the coaching fee structure (e.g. from a contact in Alabama).
8. **Friends of Hanover Crew** – [The Board went into Executive Session].
9. **Treasurer's Report** – The budget was reviewed, as presented by Paul Gross, the Treasurer. It was also raised that we need additional equipment: including slings for Eights, launch lights – we may be able to get an account with West Marine (online). Karen volunteered to look into this.
10. **Subcommittee Formation** – Three subcommittees are to be formed.
 - FOHC liaison committee has been constituted (Jen, Paul, Win, Dick G).
 - Streamlining membership (Heidi, Liz (Chair), Karen S, Dan R).
 - Operations Committee has been constituted (Jen, Heidi, Peter D, Dan R, Liz M, Karen S). We will need to re-divide up the "jobs" of the Board, streamline to the extent possible, and then consider whether we need to have a paid Club employee for several months per year. We also need to begin to plan for vacancies on the Board in the next 1-2 years.
11. **Additional note regarding traffic pattern** – We will send a reminder to the membership about the required traffic pattern on river. Karen will send out the email, which should also include a notice about watching for swimmers. We will also communicate with Ledyard Canoe Club asking them to inform renters of the traffic pattern.
12. **Informational items:**
 - (Advance notice)
 - Neighbor's complaint** – The Club received a single complaint from a neighbor regarding the voice volume of one coach. The complaint was passed along to the coach and there have been no further complaints.
 - Coaching reconfiguration** – Due to unanticipated coaching deficiencies and coach/program mismatches, the coach staffing has been reconfigured. Jason Cottingham is now coaching the Competitive Men and Women; Carin Reynolds coached Notices with the assistance of a junior coach; Heidi Lange is coaching the Advanced group; and Liz Harrison is coaching the second session Intermediate Group.
 - Scholarships** – Two scholarships have been granted this season; both recipients have accepted by joining the club and participating in a coached program.
 - Unpaid fees** – Although there remain several UVRF participants who have not paid 2010 membership dues or have not passed a swim test, these numbers are dwindling (thank you, Liz Marshall). We hope next year that a streamlined fee structure and registration process will reduce this problem substantially.

Swim tests – There is now an option to take the swim test at Storr's Pond rather than during the 10AM-2PM time slot at the Dartmouth Alumni gym pool, the timing for which had presented difficulties for some members. Tests must be arranged for in advance. The meeting was adjourned at 7:30 PM.

Respectfully submitted,

Brenda Sirovich
Secretary