

Upper Valley Rowing Foundation  
Board of Directors Meeting Minutes  
September 1, 2010  
Murray Conference Room, Howe Library, Hanover, NH

**Board Members Present:** Paul Gross, Dick Grossman, Karen Sluzenski, Brenda Sirovich, Win Piper, Bob Haynes, Heidi Lange, Peter Davenport, Buzz Congram, Rowan Carroll.

**Board Members Excused:** Jen Friend, Liz Marshall, Dan Ruml, Elizabeth Glenshaw, 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 & August Board Minutes.** July minutes were moved (Karen), seconded (Win) and approved unanimously. The August minutes were moved, seconded, and approved unanimously.
3. **Club sculling into Fall** – We do have room on the racks for club sculling boats into the Fall. Karen proposed that we should send an email out to the membership to let members know what the policy is. The proposal is to leave the club doubles, racing singles and Maas 24's available for Club scullers – with the proviso that members must be certified to carry a racing boat by themselves. This is not intended to encourage widespread use of club sculling boats. Highly proficient rowers only should be rowing in fall conditions – through September 30 only. Special applications will be accepted by the Sculling Director for permission to scull until October 21. Peter D will draft a policy memo for send out to club members and forward to Karen S.

Other related issues raised:

Peter brought up that the personal self-inflating life-vests that many members purchased are not Coast Guard certified (Stormy Seas).

Buzz believes that a number of club sculling boats did not get used this summer and it would be worthwhile to review the logbooks to see if any of the little used shells should be sold off.

4. **Sweep Program Update** – Jason Cottingham has agreed to stay on as Coach for the Fall Competitive fall programs, but did not want to make a full time commitment given the uncertainty of the level of his commitment with Dartmouth. There have been no applications to our ad on Row2k for an additional coach. Several local candidates have been approached and Heidi, the Programming Committee Chair has recommended that the Board hire Chuck Nagle as an additional coach of the Competitive Fall Sweep programs. The Board unanimously accepted the recommendation of the Programming Committee. The Junior Program is also running in the mornings, 3 days per week; this year, several junior rowers self-organized, helped by several parents (who happen to row competitively with UVRF); it is being run out of the Chieftain, using the Kakela and the Kevin C. Chuck is coaching the Hanover HS rowers, and Carin R is coaching Lebanon HS Learn To Row.

[Peter D. handed off the log records to Paul Gross to provide to Carin Reynolds, who requested them.]

5. **Club Boat Use policy** – Rowan read the Draft Policy aloud (to which revisions were made at the August meeting). Win moved to approve the policy, Buzz seconded, and the motion passed unanimously.
6. **Safety Update** – Karen purchased on behalf of the club launch lights, bow and stern lights for the Fours and Eights, batteries. We are all set! At the end of the year we will need to re-inventory Kippy Liddle kits. Paul Gross believes that USRowing has a special deal on the kits. Heidi and Buzz did go through the kits at the beginning of the season and constructed 4 full complete kits; there are two incomplete kits (which have been pilfered) up at Fullington. Bob Haynes suggested leaving all the Safety equipment in one place over the winter for the purposes of the annual inspection in the Spring. The following is needed in each launch:
  - Fire extinguisher
  - Paddle
  - Signal devices (whistle)
  - Coast guard approved PFD's for Commercial use (4-5), one of which is throwable (1)Karen has proposed labeling the equipment as boat-specific (UVRF 1 for motor, boat, paddle, e.g.).
7. **Multiyear equipment acquisition / turnover plan** – Deferred one additional month so that the Finance Committee can meet. Paul projects \$25K may be available after making the final payment on the Resolute this year. We only own three sets of sweep oars; part of the acquisition program will include one new set of oars per year.
8. **Finance report** – Paul reports that things are looking good. UVRF's first Silent Auction netted \$1897. We also have \$7500 in contributions in the absence of an appeal to date. Our revenue is down but our expenses are less than expected. Some major bills, however, have not been received. Paul distributed the current budget ledger sheet. Paul sought approval for paying off the Resolute. Peter D moved making the final payment to the lender on the original Resolute debt, Karen S seconded paying the final payment on the Resolute (\$6800). The motion passed unanimously, and the Resolute debt is fully discharged. In terms of the revenue shortfall (from that which was expected), it was reflected that we missed an opportunity early in the season to get more outdoor rackspace renters (who went to the Chieftain), but we can likely get them to return next year. The Board agreed to prorate rackspace on/after August 1 to \$100, subject to revision and specifics by the Sculling Committee.
9. **Fundraising** – Heidi suggested using the two remaining auction items as incentives – entering contributors into a raffle for the remaining items. Elizabeth had solicited Board input regarding sending out the annual solicitation for charitable contributions now (while rowing is a fond recent memory) rather than closer to the holidays. The Board agreed with this suggestion. We will plan a letter to the full membership now, with an email reminder in December. Those who have already donated this year should either not be re-solicited, or should get a hand written note of thanks on their solicitation letter. The tax-deductible nature of contribution should be emphasized in the letter. The letter also should remind members of our accomplishments (new rackspace outdoors, new boats and oars, and mention that contributions will go directly toward equipment; all outstanding loans have been paid).
10. **Discussion of Informational Items** -  
(Advance notice)

- **Coaching** - Brian Conley, three-year coach of the Women's Competitive Sweep program has accepted a position as head crew coach at Lehigh University, a position he has already assumed. A huge thank you to Brian for all he has done for UVRF, congratulations on his well deserved job offer, and good luck!
- **Club Refund Policy** - The revised Club Refund Policy has been posted to the Club website and currently in effect.
- **Annual Meeting Planning** - Believe it or not, the Annual Meeting is right around the corner. At the next meeting, we will plan to constitute a nominating committee. We should all begin to consider members who might be able to contribute as new Board members.

11. Motion to move the meeting place to Howe Library. The motion was seconded and passed unanimously.

The meeting was adjourned at 7:30 PM.

Respectfully submitted,

Brenda Sirovich  
Secretary