

Upper Valley Rowing Foundation  
Board of Directors Meeting Minutes  
January 5, 2011

Murray Room, Howe Library, Hanover, NH

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

**Board Members Excused:** Elizabeth Glenshaw, Dartmouth representative.

*Call to order: at 5:45 PM.*

1. **Executive Committee report.** The Executive Committee met as per usual monthly schedule and discussed today's agenda.
2. **December Board Minutes.** Karen S moved, Jen F seconded, the December minutes passed unanimously.
3. **Nominating Committee report** – The nominating committee has proposed adjusting the "Bucket" List (of Board member responsibilities) so that Facilities is now divided into two jobs – maintenance (Peter Davenport) and administration (Win Piper). The Sculling Programming position would therefore then be open. This will be the responsibility of the new Director. The sculling programming position is also potentially a candidate to be an understudy to the Sweep Programming director. There is a potential candidate but who would not necessarily appropriate for the latter; also this person may not be able to make winter meetings. Several ideas for new members were floated. The Board has the potential to add additional members, up to a total of 18 members. On the other hand, the Sculling Programming Director does not need to be a full Board member.

This reshuffling was agreed upon by the full Board. One to two new Board member candidates will be nominated for up to two positions, in addition to Rowan Carroll and Liz Marshall as candidates for their current positions. Other bucket assignments are as designated in the Minutes from December, other than the above.

4. **Annual Meeting Planning** – Planning falls into the following categories:
  - a) Notification – Needs to be sent to full membership. Notification will include information about: Door prize; absentee ballots; food; time 6 – 7:30 pm; new annual awards; location. **Karen S** will send out within 7-10 days. Heidi will contact all coaches from 2010 and ask them to email their rowers encouraging attendance.
  - b) Presentations (content) –
    - Slideshow* – **Karen** and / or **Brenda** (Pre-Meeting)
    - President's Welcome remarks* – **Jen**. This will include Thank You's; Call for Volunteers / New Board Members.
    - Nominations* – **Dick**, including request for any nominations from the floor
    - Season highlights, Equipment, Programming & By The Numbers* – Update on past season and plans for the future. **Heidi, Dan & Liz**, including National Learn to Row Day; Row the Prouty; pumpkins!
    - Finance & Fundraising* – **Paul**
    - Questions and Comments from the Floor* - **Brenda**

*Friends of Hanover Crew Presentation* – FOHC rep

*Voting results* – Dick

*Inaugural UVRF Awards (three)* – Jen

*Door Prize* – Rowan Note that eligible include club members who are present, not Board members.

*Adjourn*

c) Logistics –

*Food.* UVRF will provide main course (4 lasagnas from the Coop (Brenda)), for estimated attendance of 40 +/-.

*Cups, plates, Silverware* – UVRF will supply paper plates and napkins and silverware. The meal will be buffet style, self serve. Brenda will check supplies; Karen will get plates, napkins, cups, tablecloths

*Centerpieces* – Rowan, Karen S.

*Setup* - starting at 5PM. Liz, Buzz, Jen, Dick. Everyone will do cleanup.

*Coffee* - Peter D will bring Coffee – cut back amount.

*Garbage bags* - Rowan will bring garbage bags.

*Notification* - Karen will send official notification to membership this week and post Board Member nominee bios and photos on the website in advance of the meeting

*Ballots* - Dick will bring ballots

*Membership List* - Liz will bring list of current members

The meal will start at 6 PM, Presentations at 6:30 PM. A slideshow will be shown during the meal, if feasible.

d) Awards -

- *Best Dressed* – Self-explanatory; elegant, outrageous, wacky, or tacky. Must be supported with photographic evidence. (Board members are eligible for this award only.)
- *Rookie of the Year* – new to rowing; enthusiasm & attitude; engagement
- *Starzinger* (Dick and Liz will develop bio to explain to members) – “To recognize a person whose regular contributions to the club represent going above and beyond the call of duty in some way”. Criteria are outlined in Jen’s document. (Win will see if Vince Starzinger might be willing to present award).

In future years, we will ask for a Call for Nominations. For now nominations will come from from Board members.

- e) Door prize – Choice between 4 prizes (winner’s choice) – one year of rackspace, one year of club sculling privileges, one sweep program, or our donated and as yet unclaimed UVAC 6-month membership.

5. **Board Meeting** – The Board will hold an additional meeting February 9; there will be no additional meeting on January 26 (as initially planned). It is likely that the Howe Library conference room will not be available – in which case we will meet at a conference room at Feldberg Library or at Coldwell Banker.
6. **Treasurer's report** – Revenues exceeded expectations and expenses were below expected; we also exceeded our charitable contribution goal. Sculling programs did a lot better than expected. Dues did cover our overhead. Purchases included Double, Coxboxes. We are able to move additional funds into the Sweep and Sculling expense accounts.

**Motion** to set money aside in a reserve account to cover New Hampshire Unemployment tax was presented by Paul. Paul moved, Bob seconded, no further discussion, passed unanimously.

Peter **moved** to move \$5000 each into Sweep and Sculling reserve accounts, as suggested by the Treasurer. Peter moved, Bob Haynes seconded, no further discussion, passed unanimously.

7. **Equipment Proposal** – We had previously voted to allocate \$15K for a 5 year old eight, at the top of our recently revised Equipment Priority List; but this, it turns out, is not a realistic sum. Dan reported that we need to increase the dollar amount to \$20K in order to achieve our turnover plan, to have boats of all different vintages. The first priority is a lightweight (DS – average weight 150-160 lbs/rower). Dan R. will confer with the Executive Committee when he finds a good candidate. The question of what maker of boats we should be looking for was raised. Vespoli has the advantage of being relatively local and familiar to rowers. Dan **moved** to raise the purchase limit to \$20K, Jen seconded and the motion passed unanimously.
8. **Coaches' boat license follow up** – Heidi reported that there are actually now two requirements, and Heidi and Liz Harrison will need to retake the test. All other coaches are all set.
9. **Row the Prouty** – Planning is moving forward with asking Dartmouth's permission to use the docks for the events. UVRF will not generally be supplying boats. For UVRF members, however, eight rowers + one coxswain may request a boat from the Club. Ronin will gratis handle rowing registration (in addition to the Prouty registration). The date is Saturday, July 9, 2011.

10. Follow up Items:

- **Fundraising** - Did we offer to name the double – pending, Jen is going to take care of this.
- **Land rental** – Requested by Jake Guest. Contract pending. Currently this is a Gentleman's Agreement. It has been plowed. Liability is covered.
- **Registration workgroup** – Constituted: Paul, Jen, Heidi, Karen S, Brenda, Liz M. First meeting pending.

11. **Informational items** – none.

The meeting was adjourned at 7:35 PM.

Respectfully submitted,

Brenda Sirovich  
Secretary