

Upper Valley Rowing Foundation

Board of Directors Meeting Minutes

April 6, 2011

Medical School Conference Room, Dartmouth Medical School, Hanover, NH

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

**Board Members Excused:** Buzz Congram, Peter Davenport, Dartmouth representative.

*Call to order: at 5:50 PM.*

1. **Executive Committee report.** None.
2. **March Board Minutes.** Jen **moved** approval, Paul seconded, the April minutes were approved unanimously.
3. **Budget Report** (Paul). Paul presented the proposed budget for the 2011, with changes from the 2010 budget (available upon request). We historically have traded summer UVRF coaching for dockspace fees, at least in part – the extent of additional payment has varied from year to year. We will allocated \$6K for this expense but may end up with a surplus for this line item. The number of Sweep Programs has decreased so expenses are decreased; if enrollment exceeds expectations, this line item will increase but so will fees. Motor maintenance now has its own line item. Capital expenses have been increased. Paul **moved** approval conditional on Finance Committee Review (the draft was just distributed this afternoon); Liz M seconded, passed unanimously.
4. **Nominating Committee Report** (Dick G.). Lynn Fisher resigned from the Board; a second member may be leaving as well. It was reviewed what the responsibilities of a potential new Board member would include. No one on the current Board volunteered to cover this (Sculling programming). It was agreed that we should solicit an additional Board member to fulfill this responsibility. Erika would be willing to temporarily fulfill this duty. Brenda will solicit interest of the membership, via Karen. [Subsequent to the meeting, responsibilities were re-allocated between current Programming Directors – Heidi and Erika – and no additional Board member will be sought at present.]
5. **Bucket (Responsibility) List review** (Jen) – Specifically, review of responsibility and committee chairmanship and communication.

**Specific issue.** The issue that raised this related to the issue of Scholarships to LHS program – through multiple miscommunications, this issue was referred to the Scholarship Committee, but using its previous membership (Brenda, Dan, and Karen) and current chair (Rowan) was excluded. These miscommunications were clarified – specifically that LHS WILL be a UVRF program. The Board agreed that UVRF scholarships will be available to LHS students. Rowan will revisit the issue with the Scholarship Committee. Scholarship applications will be according to current Club policy.

The LHS program, coached primarily by Carin, will be using the Kakela, the Kevin C, and they apparently need another boat – the Grace or the Fight. Discussion ensued about the use of our of the Club’s new boats by the LHS program. It was agreed that this boat (Grace or Fight) will be used solely by the somewhat seasoned rowers.

The Board **tabled** the question of whether LHS student members are eligible to enroll in summer UVRF programs based on their reduced membership fee. Also

**tabled** was whether in the future we should subcontract or share equipment with LHS.

The broader issue is that Committee Chairs should be the individuals responsible for communicating between each other and about policies.

Karen requested that everyone take a look at the website regarding Committee membership and confirm or revise committee lists, as well as whether we still need all the existing Committees.

6. **Specific operational issues.** Jen handed out her *Big Honkin To Do List*. She will also send around the Master Calendar. Rowan proposed in terms of first workday a June evening between the Hanover Invitational and the start of UVRF programs. Jen will be setting up a meeting with Dartmouth (Shidara) and her, Heidi, and Dan R to get a contract in place with Dartmouth for 2011. Win will manage the indoor single spots in terms of possible evictions. Heidi is taking responsibility for ordering a set of eight. She just needs to figure out the length. The new oars will be Smoothie Two Vortex. Karen will contact Peter K with a deadline for 3 sets of slings and if unavailable this week, we will order from Wintech or Vespolii. Karen requested that people forward her any updates, revisions to the website to be able to update it.
7. **Ownership of Sculling** (Jen). Covered. The Sculling Committee is going live under the jurisdiction of the Sculling Programming person. Jen questioned the value of the Sculling Committee in its present configuration. Brenda suggested that the Sculling Committee continue, perhaps co-chaired by Win (Sculling House) and the Sculling Programming director; there was agreement on this.
8. **Sculling Safety / Policy draft document** (Win). Win had earlier distributed a revision of Lynn's draft for Sculling Safety Policy guidelines. Win raised the issue that the Sculling Safety information was in various places on the website and would benefit from consolidation. Lynn and Win also proposed that all rules apply both the Club and Private scullers. There was discussion of how best to present the information contained herein to membership; it was proposed that the document be presented in bullet points, with links to the text of the document. The goal is to have scullers behave responsibly and safely. Dick suggested that we require that all scullers be required to sign off on having read the safety policy. A Sculling Handbook was proposed, as a pdf document posted online with embedded links. Heidi proposed a written component of the Captain's Test. Karen S suggested embedding a river map under Rules of the Road; Carin Reynolds is working on one for the Prouty so perhaps we can use that. Ability Rating question: how do you take / sign up for the Captain's Test? And who has to take it? It was proposed that the Handbook be distributed to every sculler.  
  
Win will revise further and distribute prior to posting. He solicited ideas from the group.
9. **Programming Update** (Heidi). Heidi distributed the proposed program list to the group this afternoon, which reflects the Board discussion from last month. We have a shortage of coaching applicants; several suggestions were offered, including several current Dartmouth coaches. The programs were reviewed. No programs will start before June. We will have several week-long junior programs and this will need to be cleared with Dartmouth. These will run for one week each, daily.
10. **Purchase of Eight** (Dan). Dan R and Dick G engineered the purchase of a 2008 Eight from the Newport Aquatic Club – the price was \$19.5K. It's been used for 3 years. They're selling it because they are switching from Vespoli to Hudsons. This boat is V1 ES, \$33,900 new. We have replacement insurance on it, as it may have a rough journey cross country, which Dan engineered. The rigger system is different than current. Dan asked whether we would name the boat and suggested a boat naming ceremony at

National Learn to Row day. Win asked what was on our sculling wish list: within the past 6 months, we obtained a Double, a Peinert Single, oars, and some older singles as donations.

11. **Ronin update** (Liz M). Liz presented the current Ronin registration with fee structure. The question was raised about whether we need to have two different categories of membership, or whether Club Sculling privileges should be a separate line item. Liz will make suggested revisions. Youth will be 13-18 years old.

12. **Follow up issues:**

- **Website redesign.** Pending.
- **Flip Clinic.** Rescheduling pending, may not be able to happen at Dartmouth.
- **Launch inspections.** Buzz reported the launch inspections occurred. Karen is working on the Kippy Little kits. The paddles and extinguishers are already in the boats.
- **Land rental** – Requested by Jake Guest. Contract remains pending. Currently this is a Gentleman’s Agreement. It has been plowed. Liability is covered.

The meeting was adjourned at 7:43 PM. (Moved, seconded, and passed unanimously.)

Respectfully submitted,

Brenda Sirovich  
Secretary