

Upper Valley Rowing Association
Board of Directors Meeting Minutes
March 6, 2013
Murray Meeting Room, Howe Memorial Library, Hanover, NH

Board Members Present:

Eric Brooks, Rowan Carroll, Erika Dade, Paul Gross, Joanne Hayes, Liz Marshall, Louise Moon, Dan Ruml

Board Members Excused:

Christopher Bordeau, Kevin Cotter, Jonathan Edwards, Sean Healey, Beth Kelley, Rosi Kerr, Janet St Germain

1. Review of February 20, 2013 Minutes (Louise)

Motion to approve the minutes, seconded and approved unanimously.

2. Review of Job Descriptions and Assignment of tasks

Given the changes on the board, the list of job descriptions and tasks were reviewed so that they could be re-assigned as needed. Cross-training is important so that when someone goes off the board, there is someone still on the board who knows the ropes.

Some of the major changes include:

Rowan has acquired VP duties except for sculling operations. She will keep Community Outreach tasks and get help from others as needed.

Sculling operations will be reassigned to Jonathan who volunteered previously to help with this. It was decided that this should be someone's sole job rather than a line item of VP because of the amount of work it entails. Carin Reynolds has volunteered to take on the dock monitor responsibilities.

Eric has volunteered to help with the website work, Community Outreach, and UVRF Scholarship Committee.

Joanne has volunteered to help with Sweep Equipment Responsibilities (she will shadow/work with Erika), Community Outreach, and UVRF Scholarship Committee.

We need to get someone who is willing to really focus on launches, motors and other maintenance (wiring, lights, etc.). This can be done by non-members.

Dan and Louise will get together to firm up list and send out to board members.

3. Major UVRF Events

The board reviewed the handout from Louise. Louise will send out revised schedule as discussed.

4. Ramp construction and access to dock (Dan, Erika)

Dan, Rosi and Rowan met with Dartmouth representatives. The time frame for ramp construction is still uncertain due to the permitting process with the Town of Hanover and other approvals. The earliest date would be immediately following reunions. The project must be finished by the time the fall term begins.

5. CPR Training for coaches (Rowan)

Rowan looked into CCB for the full three-hour CPR course. There is a class on Thursday (tomorrow), which would be in time for the start of junior rowing coaching. The consensus of the board is that updated certification should be mandatory for coaches, and that UVRF should pay the cost. Four coaches need to be recertified.

There was discussion about whether we should have a defibrillator available at Fuller if one is not already available on site. We will ask Dartmouth if one is there. Joanne will check into when and where it should be used, i.e., safe to use in a boat, etc.

Coaches should get NCIS, CPR certification, and NH commercial boat license. Rowan will be keeper of the information. She will gather and put on Google docs.

So moved, seconded and approved unanimously.

6. Equipment purchases (Dan, Erika)

There has been growing interest in sculling. Following last year's discussion regarding the purchase of a quad, Dan arranged for the loan of a Fluidesign to try out last fall. We will move forward to purchase a new Fluidesign.

In addition, Carin would like to purchase a light weight Vespoli for the Lebanon Crew to use for the lightweight women.

With some donations, pledges, and money in reserves, we have enough funds to purchase the two boats.

We also need to purchase oars so that there are enough for the club singles and doubles in addition to the quads.

For the sweep program, it was suggested that purchasing 4x riggers for the Hog II would increase flexibility in the sweep programs, and avoid a demand for the use of the new Fluid 4x for practices.

Carin offered to give a steering clinic to get more people qualified to steer the quads.

Motion 1. Permission for Dan to order the two quads (Fluidesign and Vespoli) and accessories (covers, shoes, wiring, etc.) and move money from corresponding reserve accounts as necessary to complete the purchase, plus the sculling oars (one set of four – 2 small grips, 2 medium grips). (We need Carin's approval of the Lebanon portion of purchase.)

Motion to approve the purchase, seconded and approved unanimously.

Motion 2. Riggers for Hog II. (Riggerous/Dan will make one set of riggers)

Motion to approve the purchase, seconded and approved with Dan abstaining.

Also, Rowan will order a cox box, along with 10 sweep oars, painted UVRF blue or white.

We need to make sure that these expenditures are part of our specific fundraising goals and communications so that we can offer programs at lower fees while keeping up with needed equipment and avoid depleting sculling and sweep funds.

7. Volunteering

Deferred to next meeting

8. Website Update (Liz)

32 signed up successfully on the UVRF website for the Lebanon program. We will be able to run reports on League Athletics as we did on Ronin.

A database will be available next year.

There is no waiver connection to US Rowing. Liz still has to check to see if rowers have signed the waiver.

REMINDER: Future meetings will be scheduled on the first MONDAY of each month, so put April 1, May 6, June 3, etc. on your calendars – same time, same place.

Motion to adjourn at 7:35 pm, seconded, unanimously approved.

Respectfully submitted,
Louise Moon, Secretary