

Upper Valley Rowing Association  
Board of Directors Meeting Minutes  
July 1, 2013  
Murray Meeting Room, Howe Memorial Library, Hanover, NH

Board Members Present:

Eric Brooks, Rowan Carroll, Kevin Cotter, Erika Dade, Jonathan Edwards, Paul Gross, Beth Kelley, Liz Marshall, Louise Moon, Dan Ruml, Janet St Germain

Board Members Excused:

Christopher Bordeau, Joanne Hayes, Sean Healey, Rosi Kerr

**1. Change in Board Membership**

Beth has stepped down from the board but has offered to remain available for consultation relating to fundraising if needed. Carin Reynolds has expressed willingness to become a board member, subject to the vote of the board.

Motion to elect Carin to the board, seconded and passed unanimously.

**2. Review of June 3, 2013 Minutes (Louise)**

Motion to approve the minutes, seconded and approved unanimously.

**3. Ramp work and UVRF Schedule (Dan)**

There are no updates as we have not received any additional information about the ramp work schedule. It appears that construction will happen after our summer sweep programs are finished. Erika hopes to find out more so she can make a decision about the extension program. Dartmouth is committed to allowing us to keep two boats in their boathouse.

**4. Sculling Update**

There has been very positive feedback on our dock monitors! They are helpful and reliable and we have not experienced any absences.

Some outdoor rack space is difficult to manage. There was discussion about whether it would be possible to reposition one rack on north side of Fuller. Dan will speak about the construction schedule with Richard Whitmore and include discussion of outdoor space north of Fuller.

**5. Fulfilling and tracking membership requirements**

Tracking late rent, dues, requirements, etc. is burying Liz with paperwork and hours of time. It is very time consuming to monitor and track these. Some progress has been made by calling members directly but we need a better system to track and follow up.

Those who have not met all the requirements should not be allowed to row. However, administration of these qualifications is cumbersome and we rely on

the dock monitor, who uses the list in the monitor's notebook to check on compliance. It was agreed that this is not the best way to enforce our requirements.

It was suggested that we have a central database and that more people have access to it so that information can be added as needed. Some possibilities: Googledocs for word documents; import from Ronin. Some reports can be run from League Athletics. Eric knows someone who is a wiz at systems and spreadsheets. He can set up a time for that person to meet the web committee.

We should also divide up the requirements so that the work of the Registrar can be shared.

#### **6. Guest membership policy**

Currently, a guest of a member is allowed 7 rows. If someone is a member of another rowing club, s/he can be guest member for three weeks. We need to change the latter to 7 rows to be fair and consistent.

A motion was made to approve the following guest sculling policy, seconded and approved unanimously:

A guest is allowed 7 rows. If more rows are requested, s/he can pay for a 30-day sculling membership for \$150, renewable (same requirements apply, including swim test, waiver, etc), effective immediately. Age minimum is 14. This is great as a gift too!!

#### **7. Swim test**

Some members have not taken the swim test. This is considered an important safety requirement that needs to be re-taken every five years.

Janet called the Aquatic Center. They are willing to set up some regular times for people to come in for the test over a period of time. We can set up rolling swim tests, start much earlier and offer through July. Scullers should fulfill this requirement before being allowed to register or row unless there are reasonable exceptions.

#### **8. Volunteering**

We need people to step up to handle things like launch motors, evening dock monitors, etc. The same people are volunteering and it puts an unfair burden on a few members. Volunteering also saves us much needed financial resources by not having to pay for additional tasks. Every member should volunteer for something.

One night of dock monitoring was not filled so far. Sweep coaches can remind their rowers.

Janet will send a reminder.

**9. Prouty**

Boats are assigned where eligible. Signup Genius will be set up for volunteers and an email will be sent out to members.

**10. Fundraising**

Rowan has sent out the mailing. The mailing list needs to be cleaned up. There were many duplicate and outdated addresses.

Carin mentioned that there is nonprofit software we might be able to use such as Giftworks for a database. It has a 30-day free trial and offers some helpful features.

**11. Website (Janet)**

There have been some problems with paying on online, particularly with coxwain and coach membership links. Janet can help people and enter payments manually if needed.

**12. Budget (Paul)**

Totals look as though most have paid fees. Programs are coming along well. Expenses are in check. We still will need to rely on contributions to a large degree so that will be a critical factor.

There are a lot of new names. Men's program is growing – 10 members. We may need more appropriate equipment if this trend continues. There are more people for junior programs. Learn to Row almost had to turn people away. Most people signed up early because of reduced rate if paid early. Lower fees will not make up for lower program fees.

We should advertise more and use listserves.

The Norwich assessment increased drastically while land usage was diminished. Paul met with the Board of Listers last week to appeal the tax assessment. There will hopefully be a significant adjustment. We can't build a single permanent fixed structure. Boat racks are okay as long as they are designed to meet flood standards. We can put a dock there. There is still a railroad crossing issue.

Next meeting: Monday, August 5, 2013

Motion to adjourn at 7:30 pm, seconded, unanimously approved.

Respectfully submitted,  
Louise Moon, Secretary