

Upper Valley Rowing Association  
Board of Directors Meeting Minutes  
May 5, 2014  
Coldwell Banker Redpath, Hanover, NH

Board Members Present:

Eric Brooks, Rowan Carroll, Kevin Cotter, Erika Dade, Jonathan Edwards, Paul Gross, Dan Haedrich, Annette Kennedy, Louise Moon, Carin Reynolds, Dan Ruml, Janet St Germain

Board Members Excused:

Christopher Bordeau, Terry Harwood, Sean Healey

**1. Review of April 4, 2014 Minutes**

Motion to approve the minutes, seconded and approved unanimously.

**2. Follow up on liability and insurance**

Carin followed up on the question about whether guests of our club are covered by UVRF's liability insurance and the best way to handle guest waivers. According to the insurance agent, the liability insurance does cover guests but they must sign the USRowing waiver – paper copy is fine - and we need to keep them on record for several years. If they have a current USRowing membership, they don't need to sign it again but since we don't necessarily know if someone's membership is current, we should have every guest sign a paper waiver, assign someone to collect them, and file them for at least three years.

**3. Learn to Row & Work Day – June 1**

Eric will organize the Learn to Row event again and Annette will help. The Learn to Row and Work Day events will be held concurrently from 10:00 am – 12:00 noon.

Saturday, May 31 is the Hanover Invitational. We will need to get some boats down (Masters can row) from Kendal for Learn to Row on May 31 and/or early June 1.

For the work day, we only need to rig the club boats – 5 learn-to-sculd boats – and put on the trailers.

Erika will coordinate getting equipment down to Fuller by Sunday morning.

Dan will check with Dartmouth regarding the use of their trailer at Fuller for our club boats.

**4. Review of Membership Fee Structure and Programs**

Erika sent revised fee structure and policies to board members for review.

The Executive Committee voted to approve raising the membership fee to \$140 (an increase of \$5.00). The fee has not changed for several years. This

increase is considered necessary because we are dependent on the number of signups and some programs might not break even.

**Motion to increase membership dues to \$140 was made, seconded, and approved unanimously.**

#### **5. Defibrillator**

We cannot purchase a defibrillator through Dartmouth. We must purchase one directly from the company and can then donate it to Dartmouth. We will get the college price and the defibrillator will be on Dartmouth's maintenance program. Paul contacted the company and is waiting for a response.

As far as storage, there is no such thing as a *heated* box. We can put it on the wall near the electric meter and use a light bulb in the box to keep it warm enough.

The college will arrange for training and maintenance, including checking batteries.

#### **6. Sculling**

The sculling dock is in and ready to go. Club sculling will start on June 1.

The whole fleet is at Kendal right now except for two doubles (Calico Jack and BBG) at Fuller, so there is limited availability for scullers until June 1. Carin is willing to swap the Calico Jack for the Spark since the Spark accommodates the bigger shoes. Carin or Rowan can also be at Kendal to unlock the gate so that approved scullers can launch a boat from there before the boats are brought down to Fuller for the start of the club rowing season. Qualified private scullers interested in rowing one of the doubles or quads from Kendal should email Carin or Rowan and must sign waivers there before they can launch. The gate should be closed when leaving. Morning and early afternoons are possible but the Lebanon program runs from 4:00 pm on for another 4 weeks.

The UVRF policies are on the website. We can remind people to check the website for information and policies when the announcement about the start of sculling season goes out.

We need to create a doubles policy which will be pretty much the same as the quad policy.

Carin will start Sweep to Scull classes starting on June 1 and will ask people to teach one. The classes are 1 ½ hour sessions. She will establish a core curriculum. (Captain's test is on the website).

Laminated policies will be posted on the bulletin board at Fuller.

Dan's memo to scullers about putting the dock in, guidelines, swim test, and membership was excellent and included very helpful links. Members should have to pay by a specified date. A reminder will be sent.

Rack space – a couple of rack holders at Fuller moved to Fullington (they still have to be UVRF members). The membership fee goes to UVRF and rack fees go to Friends of Hanover Crew. It is important to remind Fullington rack holders about the restriction on access to the property.

We will move ahead to look for another used racing double.

#### **7. Sweep**

Erika has sent the program list to Janet and it will be posted on our website this week.

A reminder about the swim test requirement will be sent out. The test could be made part of the first practice. Jonathan has a list of the swim test status for each member. He will send the list to Rowan, who will put it on Googledocs. Rowan will oversee the Thursday swim test but needs someone to sign people in. Jonathan will do the Saturday test.

#### **8. Budget**

Paul sent the budget to board members. The budget is really tight. Ideally we should have a 5% surplus, but it is far lower. We will have to be very careful. The budget is tighter than last year because of fewer women sweep rowers and we need two sweep coaches this year because of the men's program. We have had a tough time getting coxswains and are paying \$20 rather than \$15/hour this year to recruit and retain. Overhead costs are fairly predictable but if we are careful about expenses and hit the fundraising goal of \$39,100, and if we get more people than expected, we should be okay.

**Motion to approve the budget was made, seconded and approved unanimously.**

#### **9. Other**

The UVRF trailer was inspected and is basically okay. The cost to deal with minor fixes is minimal. The registration is in the lock box in the trailer ziplock bag (porthole gadget attached to the door).

Motion to adjourn at 8:30 am, seconded, unanimously approved.

Respectfully submitted,  
Louise Moon, Secretary