



Upper Valley Rowing Foundation Board of Directors Meeting

Tuesday December 2, 2019 5:45pm

Coldwell Banker Lifestyles, Hanover NH

Minutes

Board Members Present: Liz Marshall, Rowan Carroll, Carin Reynolds, Dan Ruml, , Elizabeth Jones, Susan Brighton, , Terry Harwood, Jenny Lynn

Beata Randall

Absent: Michael Stafford, Dan Roock, John Tunnicliffe, Patrick Turevon, Martha Beattie, Kelly Dent

- Reviewed and approved minutes of November 2019 – minutes approved unanimously as amended
- Reviewed and unanimously approved updated UVRF Safe Sport Policy as presented by Terry and Safety Committee.
- Reviewed Terry’s proposal regarding maintenance of sweep boats; purchases. Carin noted Leb had already purchased 8 sets of new shoes a month ago and gave cheaper sources for remainder than Vespoli charges. Board approved spending funds to make repairs; Terry will obtain parts; will install per spreadsheet at start of season next spring.
- Nominating Committee – reported on their work and potential candidates; more ideas were discussed
- Treasurer report – Beata reporting for Michael provided P&L year to date. Positive margin so far ignoring Leb crew and other fundraising. Showing we are covering our operating costs with a little excess.
 - Equipment Use Fee
 - i. Prepared to recommend an equipment fee usage of \$175 for adults; \$100 for (under 26); include as part of membership fee as opt out. Would not be required for use of equipment during coached practices or fundraising events such as the Prouty/Haven events. Discussed cost on top of cost of sweep programs who then get minimal use. Terry suggested decreasing program fee. Discussed \$100 as pilot for first year. Discussed two tier payment: those who do program/rack vs. those who only do membership. Timing issues (e.g. fall program but want equipment fee at lower cost earlier, then don’t do it).
 - ii. Suggested that equipment use fee if have paid membership and rack fee or program fee of \$100; Equipment use fee + membership \$175; Discussed practical difficulties of two tier system and then being unable to do optou w/registration – make \$125 for all?t
 - iii. Jenny proposed a “3 for free” or something like that to encourage new scullers – to encourage people to try without having to pay \$175 or \$100. Dan concerned;
 - iv. Would have to still meet all safety criteria (captain’s test, certifications, etc.)
 - v. Conclusion/suggestion – Equipment use fee of \$125 adult/\$75 junior added or opted out of at time of member registration; “three for free”. Try to get website up and

running for membership and equipment use fee active early in year. There was consensus on board in support of this model.

- UVRF-Leb Crew Finance Proposal – Carin has been working with Finance Committee in developing proposal for Leb to pay more towards indirect costs. In addition to costs it already pays, proposal is for additionally:
 - i. Boat Insurance – Leb crew runs 6 weeks of 30 weeks boats are on water; hence will contribute 20% toward total cost of insurance
 - ii. Leb will pay its credit card processing fees
 - iii. Continue to pay all fuel costs to May 31, 2019 and Kendal use fee of \$30/rower
 - iv. Membership – pay \$25/kid for UVRF membership – similar to fall rowing; however Leb kids, in recognition of their fundraising, will also get use of boats and full year membership (\$100 value) in addition. This is already factored in “back end” of LA.
 - v. At end of season, if program shows “loss” – loss will be covered by transfer from Leb Crew reserve
- Board expressed appreciation for proposal and for Leb Crew’s contributions
- Programming Committee – Presentation of proposal for UVRF Director of Rowing (Liz). Developed by programming committee (Liz, Martha, Susan, Terry)
 - ½ time salaried Director of rowing on one year contract. Would work with head coach for masters sweep rowing; further develop and coach junior sweep and sculling programs in summer and fall and expand opportunities for masters sculling at all levels
 - 2 year pilot
 - Challenges for uVRF – dropping participation rates; hard to find coaches; Liz Harrison (novice and club coach) retiring
 - Combine Club and Competitive programs into a single masters rowing program
 - i. Strong novice program that feeds into the masters program
 - Director of rowing, half time coach
 - i. Oversee all rowing programs
 - ii. Support coaching of masters; recruit and mentor new coaches
 - iii. Coach summer and full juniors
 - iv. Help Leb crew as needed
 - v. Coach masters sculling in summer
 - vi. Recruit new members
 - vii. Develop and coach erg sessions in off season
 - viii. Organize cross-country ski outings
 - ix. Off season weight training programs
 - x. Perform administrative duties to manage junior rowers and parents (except Leb Crew); masters rowers weekly attendance; hiring and scheduling coxswains
 - xi. Financial analysis of how to pay; estimate of coached sessions this person would do (178 sessions) ; DOR would contribute heavily; travel to some races; develop more summer sculling programs; work with volunteers to keep other aspects of the club functioning

- FUNDING Position
 - i. Committee felt we would get better applicant pool with salaried year round position
 - ii. UVRF currently pays \$60/session (\$30/hour)
 - iii. For 20 hours/week, 52 weeks \$31,000
 - iv. TOTAL \$30-\$40k: offer salary of \$25-35k depending on applicants qualifications; Add \$5k for overhead and health care contribution
 - v. Assume DoR coaches 175 sessions @ \$60/session = \$10,500
 - vi. Funding needed – subtract above; need to raise \$20k to \$30k/year for 2 years
- Fundraising sources: campaign in winter 2020 – significant effort; increased enrollment and winter programs (ergs, skiing, weights); pull from UVRF reserve funds (i.e Norwich land development) only if necessary.
- Board discussed proposal. Discussed programming committee presenting it at forum this week to get member feedback and next steps. Programming Committee to draft job description. Board expressed appreciation for all the work and meetings of programming committee in envisioning new solutions.
- **Other business** – Scholarship Committee. Concern is about people who get scholarships then don't volunteer despite having agreed to do so when applying for scholarships. Scholarship committee recommended adding question to form requesting scholarship money asking person requesting scholarship how many times they dock monitored, went to work days, did STS clinics, etc. Board was in support of this recommendation.
- **CRew (Cancer Recovery on Water) Club** – Carin and Susan presented the results of their meeting and planning for rowing programs for all cancer survivors which was favorably met by the board. We are planning on applying for grants and funding to keep the programs free. Foresee 2x week 4 week erg session and six week on the water program pre-Prouty.

Meeting adjourned at 7.30pm

Respectfully Submitted,

Carin Reynolds, Board Member