



Upper Valley Rowing Foundation
Board of Directors (Zoom) Meeting Minutes – CORRECTED
November 2, 2020

Board members present: Liz Marshall, president; Elizabeth Glenshaw, vice president; John “Tunni” Tunncliffe, secretary; Michael Stafford, treasurer; Martha Beattie, Susan Brighton, Terry Harwood, Mickey Elsberg, Dan Ruml, Peter Swanson, Patrick Turevon, Jenny Lynn

Member present: Margie Elsberg, taking minutes

Call to Order: Liz called the meeting to order at 5:45 pm.

1. **Meeting minutes:** Liz said she had deleted the word “attached” from the draft minutes because the financials were not attached. The board accepted the amended minutes unanimously.

2. Committee Reports

A. Finance (Michael Stafford)

- i. **Financials:** Michael reviewed the financials noting that the club has \$124,700 in the reserve accounts. (See financial report.)
- ii. **Fuller cost:** Michael noted that the club normally pays Dartmouth College about \$9,000 for boat storage at Fuller, but because of the pandemic there was no charge this year. Liz said she has asked to meet with the college contact to discuss a 2021 contract.
- iii. **Equipment fees:** In response Martha’s question, Michael said some fees, paid for programs that were cancelled, will be transferred to Unrestricted Donations, as directed by payers. Liz said some fees are being returned; Michael said the refunds are reflected in the report.
- iv. **Boat rentals:** Liz said the club rented 16 singles at \$100/month in July, August, and September; doubles at \$150/month. During the off season, the Program Committee will consider whether the fees should be changed next year.
- v. **Federal taxes:** Michael said he is working with the club’s accountant in advance of the filing deadline of November 15.

B. Director of Rowing (Elizabeth Glenshaw)

Liz Marshall invited discussion on a revised proposal to hire a Director of Rowing, a plan that was considered last year but was shelved by the arrival of COVID-19. The Program Committee, she said, favors establishment of the position. **Elizabeth introduced a motion proposing that UVRF hire a part-time Director of Rowing for one year at a cost of \$20,000 to \$22,000** and offered a slide presentation. Committee members feel that volunteers will not be able to support a second season of expanded COVID programming without burnout. The DOR job, Elizabeth said, would be year-round and would likely include community outreach, member recruitment and marketing as well as management of on-the-water and off-season programs. She said Committee members plan to rethink boat rental schedules and fees as well as learn-to-scully fees, coaching

and off-season erg and fitness programs so program income will cover the cost of the DOR. The Committee has not worked on plans for the 2021 Junior program. In concluding, Elizabeth said the Program Committee recommends asking Linda Muri to accept a one-year contract, and advertising the position if Linda isn't available.

Michael said the Finance Committee opposes the motion because paying a DOR \$20,000 to \$22,000 will create a \$10,000 to \$11,000 budget shortfall.

The vote on the motion to approve hiring a part-time Director of Rowing at \$20,000 to \$22,000 failed, 4 in favor and 5 opposed.

During follow-up comments, several people said there were too many unknowns at this point to warrant support of the DOR motion. Martha hopes to present a more complete programming and fee proposal at the Annual Meeting but said the report should include the Finance Committee's concerns.

C. Kendal, Fuller & Brooks sites – end of season (Dan Ruml)

Dan reported that the Kendal dock was put away on Saturday, October 31, and that arrangements for all boats have been made: On November 7, owners who want to take their boats home will be able to drive through the gate at Kendal. Also on November 7, volunteers will derig doubles and a few other club boats for storage at Fuller or Brooks. Dan said Fuller can accommodate all boats that should to go there and those boats will be moved on November 21. Five boats will go to Brooks. The club boats that were rented to Dartmouth College are still being used. When the college program ends, Dartmouth will derig the boats and load them on the club trailer that will go to Brooks. Terri added that he, Paul Gross, Tim & Roelof have stored two launches in the barn.

Liz reiterated that the club does not have a 2021 contract with Dartmouth for use of Fuller. She has requested a meeting, but no date has been set.

D. Programming (Martha Beattie)

- i. RVC membership: The River Valley Club's offer to charge the corporate (reduced) fee for all USRowing members, including juniors and Dartmouth rowers, is still available but so far, fewer than 10 people have taken up the offer. Martha repeated her assessment of the club's impressive COVID air filtration and cleaning systems.
- ii. Winter erg sessions: The club has videos of Linda's erg sessions from last spring and the Program Committee is looking into starting a new series with Linda, though the fee has not yet been set. Liz said the erg sessions will likely begin in December.

E. Nominating Committee (Martha Beattie)

Martha presented slate of officers and board members, noting that Tunny is retiring as Secretary and Elizabeth Jones is retiring her board position. Dan Ruml will become Treasurer-elect, working with Michael Stafford, who will be staying on as Treasurer.

The slate of officers for 2021 is as follows:

President	Liz Marshall
Vice President	Elizabeth Glenshaw

Treasurer	Michael Stafford
Treasurer-elect	Dan Ruml
Secretary	Margie Elsberg

Martha reported that a new Communications Committee is being established. Responsibilities will include publicity, marketing strategy and website.

3. Old Business

A. Annual Meeting (Liz)

Liz reported that the Annual meeting will be held on Zoom on December 9, two days after the December Board meeting on the 7th.

- i. **Annual reports:** Liz and committee chairs will create a single slide deck and control of the presentation will move from Liz to each chair during the Annual Meeting. Elizabeth Glenshaw suggested a dry run during the December 7th Board meeting.
- ii. **Ballot prep & voting:** Jenny Lynn suggested that we use Google's electronic voting system. She recommended that the Nominating Committee send bios for nominees to member along with Google ballot forms and offered to send a test ballot to Board members after this meeting.
- iii. **Zoom participant limit:** Liz said the club's Zoom license allows up to 100 participants; she expects about 40 members to attend the Annual meeting.
- iv. **Awards:** Because programming was severely limited this year due to the pandemic, Susan recommended offering "Recognitions" to members who created safe and successful rowing, racing, rental and coaching programs for members who own or rented singles and doubles, and an erg and learn-to-program for CReW participants. It was noted that Peggy Sadler came in first in her class in the virtual Head of the Charles Regatta, and that Paul Gross had won his class in the virtual Head of the Fish..

4. New Business - There was no New Business.

Adjournment: The meeting was adjourned at 7:07 pm.

Respectfully submitted,
Margie Elsberg

UVRF Reserve Accounts as of 11/02/20

Account	Balance
Leb Crew	\$51,803.09
Jasmine Rogers	\$2,925.00
CreW	\$11,092.50
Scholarship	\$4,720.35
Equipment	\$10,722.78
Repair	\$6,757.10
Property	\$31,500.00
Unemployment	\$5,180.12
Total:	\$124,700.94

Bank Checking:	\$80,546.69
Bank CD:	\$24,815.06
TIAA Bank CD:	\$77,459.53
Total:	\$182,821.28

Operating Cash: \$58,120.34

Upper Valley Rowing Foundation
Profit and Loss by Class
January 1 - November 2, 2020

	Donations	General	Program	Club	Coached Sculling	Junior Fall	Racks	Total Program	TOTAL
Income									
30100 Membership		12,112.50						0.00	12,112.50
Total 30200 Donations	\$ 12,550.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,550.00
30300 Equipment Use			8,084.75					8,084.75	8,084.75
30400 Registration		0.00	0.00		2,560.00		9,500.00	12,060.00	12,060.00
30500 Interest		34.24						0.00	34.24
Total Income	\$ 12,550.00	\$ 12,146.74	\$ 8,084.75	\$ 0.00	\$ 2,560.00	\$ 0.00	\$ 9,500.00	\$ 20,144.75	\$ 44,841.49
Expenses									
40100 Events		576.05						0.00	576.05
40200 Insurance		770.00	7,016.02					7,016.02	7,786.02
40300 Club Gear		-110.00						0.00	-110.00
40400 Property Tax			1,019.14					1,019.14	1,019.14
Total 40600 Fees	\$ 257.33	\$ 5,457.23	\$ 3,950.58	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,950.58	\$ 9,665.14
40700 Launch Fuel			64.72					64.72	64.72
Total 40800 Site Costs	\$ 0.00	\$ 0.00	\$ 5,708.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,708.99	\$ 5,708.99
Total 40900 Payroll Expenses	\$ 0.00	\$ 0.00	\$ 39.62	\$ 118.78	\$ 377.63	\$ 0.00	\$ 0.00	\$ 536.03	\$ 536.03
41000 Equipment Maintenance			2,067.21					2,067.21	2,067.21
41100 Equipment Repair			1,966.18					1,966.18	1,966.18
41300 Coaching		30.00		1,918.61	2,152.15			4,070.76	4,100.76
41700 Team Gear		-70.00				680.00		680.00	610.00
41900 Equipment Purchase			89.99					89.99	89.99
Total Expenses	\$ 257.33	\$ 6,653.28	\$ 21,922.45	\$ 2,037.39	\$ 2,529.78	\$ 680.00	\$ 0.00	\$ 27,169.62	\$ 34,080.23
Net Income	\$ 12,292.67	\$ 5,493.46	\$ 13,837.70	\$ 2,037.39	\$ 30.22	\$ 680.00	\$ 9,500.00	\$ 7,024.87	\$ 10,761.26

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Leb Crew
Profit and Loss
January 1 - November 2, 2020

	Leb Crew
Income	
Total 30200 Donations	\$ 35,409.00
30400 Registration	9,975.00
Total Income	\$ 45,384.00
Expenses	
40200 Insurance	1,754.01
Total 40600 Fees	\$ 235.96
Total 40900 Payroll Expenses	\$ 913.37
41000 Equipment Maintenance	168.00
41300 Coaching	5,701.76
41700 Team Gear	1,231.42
41900 Equipment Purchase	61.85
Total Expenses	\$ 10,066.37
Net Operating Income	\$ 35,317.63
41800 Leb Crew Reserve Purchase	6,644.64
41801 CReW Reserve Purchase	8,907.50
Net Income	\$ 19,765.49

Monday, Nov 02, 2020 04:42:43 AM GMT-8 - Cash Basis