



Upper Valley Rowing Foundation
Board of Directors (Zoom) Meeting Minutes
April 19, 2021

Present: Liz Marshall, President; Elizabeth Glenshaw, Vice President; Dan Ruml, Treasurer; Margie Elsberg, Secretary; Martha Beattie, Roelof Versteeg, Mickey Elsberg, Dan Ruml, Terry Harwood, Michael Stafford, Susan Brighton, Patrick Turevon, Jenny Lynn, Nancy LaRocque, Dartmouth College Women's Rowing Coach; Linda Muri, Director of Rowing (ex-officio)

Call to order – 5:46 pm:

Liz Marshall thanked Board members for coming to this extra meeting, the second in April.

- 1) **Welcome to Linda Muri, Director of Rowing:** Liz welcomed Linda.
- 2) **Approval of April 5 Board Meeting Minutes:** *Martha moved to approve the April 5 minutes as submitted. The motion passed unanimously.*
- 3) **Programming – Martha Beattie & Susan Brighton**
 - a. **COVID Policy Discussion and Vote:** Liz introduced the discussion, saying the Programming Committee's policy is designed for safety and manageability. Susan said the policy is proactive, attempts to avoid COVID transmission, and is in line with other clubs. Liz said Carin Reynolds has created a Leb Crew policy that requires masked crews in multi-seat boats because most juniors are too young for vaccinations—available now to anyone 16 and up. Liz said she hopes the Board will coordinate UVRF's masters policy with its junior/Leb Crew policy.

Martha said the Programming Committee's recommended COVID policy for multi-seat masters boats (attached) requires all rowers to be fully vaccinated and said the policy for masters is not intended to supersede the Leb Crew policy. She said UVRF could specify that the policy for juniors applies to Leb Crew activity participants, and added that the Programming Committee will reassess COVID rules during the summer when juniors might want to row at Kendal.

Terry questioned the need for two policies and suggested that masters rowers must either be vaccinated or wear a mask in multi-seat boats. He said if big boat rowers either wear masks or are vaccinated, and if everyone wears a mask on land, there's minimal chance for transmission. Michael said he agrees with Terry and questioned the need for two policies. Jenny said the different COVID rules seem as appropriate and safe as possible: "If kids are in their community & parents are comfortable, it doesn't trouble me that there are two different policies."

MOTION: Terry moved to amend the 2nd paragraph of the Programming Committee’s COVID policy recommendation (attached), which says “ALL members choosing to row in a boat OTHER than a single, **must be vaccinated.**” He moved to change the wording to: “ALL members choosing to row in a boat OTHER than a single **must be vaccinated or wear a mask.**” **The motion failed,** 2 votes in favor and 8 opposed.

MOTION: Jenny move to add “**Leb Crew rows under its own COVID rules during the Leb Crew season**” to the 2nd paragraph of the Programming Committee’s COVID policy (attached). She agreed to an added amendment so the paragraph would read “ALL **members and guests** choosing to row in a boat OTHER than a single **must be vaccinated.**” Mickey seconded the motion. **The motion passed,** 9 votes in favor and 1 opposed.

Patrick asked whether the COVID policy allows a UVRF masters member to row with unvaccinated under-16 family or household members in a double or other boat larger than a single. After brief discussion, Liz asked the Programming Committee to consider this question and any others that may seem needed.

b. **Sweep Program Proposal** – Martha Beattie

Martha said the Programming Committee realizes that people miss rowing in large boats, so has decided to start a program for fours. After noting that Leb Crew coaches may rig 4s as quads, she said the Committee will discuss this complication with Carin Reynolds. If 4s are available and if coxswains can be found, “it would be nice to give sweep rowers an opportunity.” Roelof said high school team coaches may help finding coaches. Terry asked why the Committee specified 4s but not 8s for the program and Martha replied that the Committee was concerned about the size of large boat pods. Linda Muri noted that teenage coxswains won’t be vaccinated, prompting continued discussion about the availability of coxswains.

Martha said the proposed Sweep Program dates would be from May 3-28. Liz asked the Programming Committee to return to the Board with a more flexible program. Martha asked the Board members if they would prefer a 4-week program for sweep boats and sculls—4s, 8s, and quads. Roelof said he prefers a program for sweep only, especially because sweep is well-suited for rec rowing. Margie and Susan agreed and Martha thanked everyone for their input.

MOTION: Dan Ruml moved approval for a **sweep program during the month of May,** with details to be worked out by the Programming Committee, and publicity to be launched as soon as possible. Margie seconded the **motion, which passed unanimously.**

4) **Safety** – Terry Harwood

- a. **Sweep Equipment Policy:** Terry said he and Carin Reynolds had agreed to add pairs to the sweep policy (attached) and said the rest of the policy is unchanged. He noted that this is a policy for taking out sweep boats outside of a coached program.

Linda Muri suggested that the quad toe certification policy should require that applicants “must go out in a quad.” Terry pointed out that there is an at-home toe policy as well as an away toe certification policy. If someone is away-qualified they can

certify someone who is home-qualified. Linda and Terry discussed qualifying someone to toe a straight 4. Linda said a sweep rower should be certified to toe a pair first and then a straight 4. Terry said he will make the change.

MOTION: Terry moved that the Sweep Equipment Policy should be changed to **require that the bow seat rower in a coxless 4 must have either UVRF quad toe qualification or a pair toe qualification.** The **motion passed** unanimously.

- b. **Adoption of 2021 SafeSport Policy** - Terry said he reviews the SafeSport policy annually to check for changes so UVRF's policy will be up-to-date, and asked the Board to approve the 2021 policy.

MOTION: Martha moved **acceptance of the 2021 SafeSport Policy** as submitted by Terry. The **motion passed unanimously.**

- c. **Swim Tests** – Terry reported that several members had taken the UVRF swim test at the CCBA pool last week and thanked Carin for reserving time at the pool. He said he might schedule a second test for those who still must take the test.

- 5) **Leb Crew and Prouty Updates** – Carin Reynolds was unable to attend the meeting and submitted this report. It has been edited slightly for length.

Donation of the Fight – The boat has been loaded on Hanover's donated trailer and will be picked up this week. There is excitement and gratitude for this new juniors' program.

Prouty Update – While the Prouty board and staff hope that COVID-adjusted golf, cycling and walking events may be possible, there will be no rowing or other in-person events. Carin plans to hold a virtual Row the Prouty on either Friday May 28th or Saturday May 29th for the UVRF-Leb crew kids on the last day of Leb Crew practice, and another, possibly on July 10, for CREW. The Prouty staff will provide some support (a short thank-you speech by the Executive Director and a researcher; T-shirts and goody bags). Carin said she is sad about this but added that Karen Sluzenski and Estzer Pattantyus, the SAG/logistics/volunteer coordinators, will be out of town on Prouty weekend, so "perhaps it's for the best!"

Leb Crew – The second team workday on April 10 was productive—all UVRF equipment was moved from the Hanover HS site, the Kendal site is set up, all club singles, some doubles and some quads are rigged, and pontoons have been assembled and attachments installed on the 22 singles. Parent volunteers, with help from Terry, got launches out of the barn, equipped them with safety equipment, launched and moved them to Kendal. Thanks to parents who donated gas for the initial fills. Parent-volunteers are invaluable, not just with the launches but because dock-side pontoons must be removed for launching and landing each single.

Leb Crew rowers got on the water last Monday and spent two days wet launching singles until the dock was installed Wednesday. The singles with pontoons are great! They are enjoyable even for experienced scullers (Peter, Linda and Carin tested them on the Sunday before the first day of practice). They are stable and safe for the never-evers. It's lots of work to manage so many singles (we don't put more than 4-5 rowers in a group and pontoons add time to launching/landing).

The team has adopted Larry Gluckman's rules: 1. Nothing works unless we do. 2. Do more than expected. 3. Leave things better than you found them. It's been gratifying to watch the kids step up and coalesce as a team.

After reviewing NH and US Rowing guidelines, surveying clubs within and beyond our league, and surveying our parents, Leb Crew added team boats to practices. (Our 22 singles only cover half the team.) Unlike in singles, we require masks in team boats. We also have an opt-out-singles-only option if a parent has concerns (so far none have). Parents and kids have spent the year participating in other sports, often indoors and in close-proximity, and are comfortable with our procedures. We are entirely outdoors. We provide uncoached weekly erg workout plans and ergs for kids in quarantine.

We have tentative plans to hold 3-4 small dual meets in May. Carin has Hanover and state Outdoor Activity permit requests ready to submit.

6) **Kendal Updates** – Dan Ruml

Club Boats and Private Racks: Dan reported that rack renters moved their boats to Kendal yesterday. About 1/3 of the racks are now occupied. Fifty-six of 57 private boat racks are committed. A request for #57 (a double) is from a Dartmouth student and Dan will consider whether that applicant is qualified.

7) **New Business**

a. **Member Survey** – Linda Muri

Linda thanks everyone for filling out the recent survey. She said she will add questions about what days of the week and times people prefer, and how long people have belonged to UVRF. She will invite lapsed members to say why they have dropped their membership. In terms of club communications, Linda's survey shows that Board members feel informed about club business, but that non-board members may want more information about decision-making and policies.

b. **Fundraising Appeal** – Liz (in Elizabeth Glenshaw's absence)

Elizabeth is working on plans for the annual fundraising campaign. Happily, the club has already received many donations.

Adjournment: Roelof moved to adjourn. The meeting was adjourned at 6:54.

Respectfully submitted,
Margie Elsberg, Secretary

Attachments:

COVID-19 Policy – Effective April 2021 as amended at 4-19-21 Board meeting.

UVRF Masters Sweep Program as amended at 4-19-21 Board meeting.

UVRF SafeSport Athlete Safety Program 2021

COVID-19 Policy – Effective April 2021

The following Covid-19 protocol for Upper Valley Rowing Foundation members is set up to ensure the safety of all of our members and to mitigate the spread of the Covid-19 virus.

ORIGINAL paragraph 2—Programming Committee’s recommendation:

ALL members choosing to row in a boat OTHER than a single, ***must be vaccinated.***

AMENDED paragraph 2, as approved at 4/19/2021 Board meeting:

All members and guests choosing to row in a boat OTHER than a single, ***must be vaccinated.*** Leb Crew rows under its own COVID rules during the Leb Crew season

A fully vaccinated person is one who is **14 days** out from either their 2nd dose of a two-dose vaccine regimen or the single dose Johnson&Johnson.

Those who have had the Covid-19 virus and have recovered are NOT considered vaccinated and should refrain from rowing anything other than a single until fully vaccinated.

Documentation of vaccination will be required for those rowing in anything other than a single.

Upload a copy of your vaccine record to: ***vaccination.uvrf@gmail.com***

Continue to adhere to social distancing, wearing of a mask when not on the water and cleansing of hands.

Club oars should be wiped down prior to returning them to the rack.

Do not come down to row if you are sick or have been in close contact with someone who has Covid-19.

There will be no exceptions to the vaccination policy. The board of directors will continue to assess the changing climate of the Covid-19 situation and will make changes to the policy as needed in order to keep all of our members safe and abide by local and state laws.

Leb Crew program shall operate under its own COVID rules during the Leb Crew season. (per UVRF Board on 4/19/2021)

UVRF Masters Sweep Program – May 3-28, 2021

UVRF will offer a co-ed masters sweep program for members with some level of sweep rowing experience. (A novice learn-to-row program will hopefully be offered later in the season.) The goals of the four-week program will be to get sweep rowers back on the water, improve technical expertise, and build fitness. The program will be run in fours and all participants must abide by the COVID policy of UVRF. It will be offered for a minimum of 10 and a maximum of 28 participants.

The UVRF Board, at its April 19 meeting, authorized the Program Committee to develop the details for a Sweep Program for the month of May, and to publicize the program in a timely manner.

5:30 to 7:00 am - M-W-F - May 3 - May 28.

Price \$275

UVRF SafeSport Athlete Safety Program 2021

Introduction

Upper Valley Rowing Foundation (UVRF) is a non-profit sports organization run by volunteers. Its mission is to create a community for the sport of rowing by offering a wide variety of opportunities for area residents to row on the Connecticut River. UVRF offers instructional and recreational programs, competitive opportunities for Masters and Junior rowers, and promotes education about the sport. UVRF is a member of USRowing.

Beginning in 2015, all USRowing member organizations must have athlete safety policies in place to safeguard children and adult club members. Organizations need to certify that they can provide USRowing with a copy of their policy and update their policy annually. The primary aim of the Safe Sport policy is to protect children from sexual abuse and harassment. The UVRF Board appoints a Safety Officer annually who is charged with implementing this SafeSport program and ensuring all members are aware of its existence and provisions for dealing with abusive situations.

Program coaches must successfully complete the online SafeSport training and testing described in the Education and Awareness Training section. Coaches should view the UVRF Program Coach Checklist for a concise list of requirements.

Prohibited Conduct

Misconduct in sport includes:

- Bullying
- Harassment (including sexual harassment)
- Hazing
- Emotional misconduct
- Physical misconduct
- Sexual misconduct (including child sexual abuse)

Coaches, club members, and volunteers are required to report abuse or misconduct. To do so fairly, reporters should have a basic understanding of sexual abusers and the "grooming" strategies they use to seduce their victims. With a combination of attention, affection, gifts, or preferential treatment, sexual offenders select a child, win their trust (and the trust of their parents or guardians), manipulate the child into sexual activity, and keep the child from disclosing abuse.

Bullying, harassment, and hazing can involve acts of emotional, physical or sexual misconduct. Emotional misconduct often involves non-contact behaviors that verbally abuse an athlete or deny attention or support.

Physical misconduct may or may not involve actual contact, and causes or threatens physical harm.

Physical misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance.

Contact offenses include but are not limited to behaviors that involve any physical injury, provision of alcohol or illegal drugs or non-prescribed medications that may result in harm to the athlete, or permitting an athlete to return to play prematurely after an injury.

Non-contact offenses include but are not limited to behaviors that may isolate an athlete as an act of coercion or punishment, forcing a painful stance or position, or withholding or denying adequate hydration or medical attention.

Sexual misconduct can include assault, harassment, abuse or any other intimacies that exploit an athlete. **In New Hampshire and Vermont persons under the age of 16 years old cannot consent to sexual activity with an adult, and all sexual interaction between an adult and a person under 16 is**

strictly prohibited.

Sexual misconduct can occur even without contact and represents an abuse of authority and trust implicit in the coach-athlete relationship. Especially in the case of Juniors, coaches must be aware of misinterpretation of overly personal interaction. Non-contact offenses include but are not limited to: a coach discussing their sex life with an athlete or asking an athlete about his or her sex life, requesting or sending inappropriate photos or sexually explicit or suggestive messages, deliberately exposing an athlete to nudity (except in shared changing areas), initiating, inviting or responding to sexual solicitation, or any other unwelcome or offensive behaviors that are sexual in nature.

Adults in positions of power, like coaches, must be aware that Juniors may misinterpret or misreport or even fantasize what might seem to the adult to be casual or harmless remarks that are sexual in nature. Coaches are looked up to for guidance in improving rowing skills, for training and race preparation, and they control coveted boat and seat assignments. They must be cognizant of this power they wield, and manage the trust relationship with their athletes with heightened sensitivity and maturity. Coaches cannot always be "best friends" with their athletes, just as parents, at times, cannot expect to be best friends with their children and parent effectively.

Education and Awareness Training

- All coaches (paid and volunteer), and all UVRF Board members are required to be Safe Sport certified. This means:
 - Completing an initial comprehensive online training course offered by the U.S. Center for Safe Sport; and
 - Every year thereafter, completing a short online “refresher” course.
 - The Safe Sport course teaches about the nature of misconduct in sport and provides actionable information to better protect athletes.
- Visit the website <https://uscenterforsafesport.org/>
- It works best in Google Chrome
- The site will ask for the individual’s US Rowing number – please contact the UVRF president if you are not sure what your US Rowing number is. Even if you are only a Basic Member (which is required to complete the US Rowing online waiver for your UVRF membership) you will have been issued a US Rowing number.
- Once you have completed the online course or annual refresher, save a PDF copy of the completion certificate and email it to the UVRF Safety Officer at Bartlett.harwood@usace.army.mil
- A current certificate must be on file with UVRF prior to contact with athletes.

Applicant Screening

Coach employment screening with UVRF includes an application, interviews, reference checks, and criminal background checks. Each applicant has an affirmative duty to disclose his or her criminal history. Failing to disclose or intentionally misrepresenting an arrest plea or conviction history in an application or any other information provided by the applicant during the screening process is grounds for non-employment, or revocation or restriction of employment, regardless of when the offense is discovered.

Information that could disqualify an applicant includes, but is not limited to, arrests, pleas of no contest and criminal convictions—especially if the underlying criminal behavior involved sex or violence. No decision will be made on an individual’s eligibility for work if they have a pending court case for any of the potentially disqualifying offenses until the pending case concludes.

Each applicant has the affirmative duty to fully disclose his or her criminal history. Failing to disclose or

intentionally misrepresenting an arrest plea or conviction history in an application or any other information provided by an applicant during the screening process is grounds for revocation or restriction of employment, volunteer duties and/or UVRF membership, regardless of when the offense is discovered.

Any applicant who has been banned from another sports organization or educational institution, temporarily or permanently, must disclose this information. Failure to disclose is a basis for disqualification from employment with UVRF.

Criminal Background Checks

All UVRF coaches are required to submit a background check with the National Center for Safety Initiatives (NCSI) and show clearance on their record every 2 years prior to beginning their coaching responsibilities.

- To complete the background check, visit the website →

<https://uppervalleyrowingfoundation.quickapp.pro/>

- Respond to all the screen prompts and several pages of acknowledgements and waivers. At the successful submission of your screening check you will receive an applicant ID. You will also receive an email confirmation with this number. You can use this ID to check the status of your clearance. UVRF also can check the status of all applicants with an administrative account. A "red light" finding means the criminal background check revealed criminal records that suggest the applicant "does not meet the criteria" and is not suitable for employment or volunteer coaching assignment with UVRF.

Reporting and Enforcement

UVRF coaches, club members, and volunteers shall report suspicions or allegations of violations, misconduct, and physical or sexual abuse. Reports should be made to the UVRF President, Vice President, Safety Officer or other UVRF Officers or Directors. The current serving Board officers can be found on the club website under the heading "About UVRF". The URL is:

<http://www.uppervalleyrowing.org/Page.asp?n=64294&org=uppervalleyrowing.net>

UVRF will take a report in the way that is most comfortable for the person initiating a report including an anonymous, in-person, verbal or written report. Regardless of how you choose to report, it is helpful to UVRF for individuals to provide, at a minimum, (1) the name of the complainant(s), (2) the type of misconduct alleged and the name(s) of the individual(s) alleged to have committed the misconduct, and (3) the approximate dates of misconduct.

Please note that anonymous reporting may make it difficult for UVRF to investigate or properly address allegations. All suspicions of child physical or sexual abuse will be reported to the appropriate law enforcement authorities.

If, for any reason, you are not comfortable or satisfied with the above methods for reporting, or with the results of that reporting, you may file a report directly with US

Rowing at https://usrowing.org/sports/2018/4/13/18827_132107104230772015.aspx or

USRowing SafeSport Hotline: (609) 751-0710, USRowing SafeSport e-mail:

safesport@usrowing.org, or by contacting the USRowing SafeSport Compliance

Officer: John Wik at 302-383-9923 or jwik@usrowing.org.

IMPORTANT NOTICE:

UVRF does not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to appropriate law enforcement authorities.