

Upper Valley Rowing Foundation
Board of Directors Meeting Minutes
February 23, 2009
Oberlander Lounge

Board Members Present: Peter Davenport, Deb Dufty, Jen Friend, Bob Haynes, Elizabeth Glenshaw, Paul Gross, Kristen Laine, Heidi Lange, Liz Marshall, Steve Perry, Win Piper, Brenda Sirovich, Karen Sluzenski

Board Members Absent: Buzz Congram, Dick Grossman

Guests: None

Call to order: 5:50 PM

1. *Welcome.* Win Piper warmly welcomed the 3 new Board members: Heidi Lange, Paul Gross, and Karen Sluzenski.
2. *Minutes.* Approval of the minutes of the January and February 2, 2009 UVRF Board meetings was moved and seconded, and the minutes were unanimously approved.
3. *Officers.* A proposed slate of club officers for 2008-2009 was put forward; additional nominations were solicited. The proposed slate was elected by unanimous vote, including:

Win Piper, President
Elizabeth Glenshaw, Vice President
Jen Friend, Treasurer
Brenda Sirovich, Secretary

4. *Position assignments.* Position assignments for all Board members were discussed, and agreed upon. All positions will be posted on the UVRF website, along with contact information. The assignments are as follows:

Buzz Congram: House 3 – Sweep
Peter Davenport: House 2 – Sculling
Deb Dufty: Fundraising
Paul Gross: Finance
Dick Grossman: Safety
Bob Haynes: House 1 – Land & Legal
Kristen Laine: Programming 1 – Community
Heidi Lange: Programming 2 – Curricular
Liz Marshall: Membership
Karen Sluzenski: Communications

The 15th Board position is the Dartmouth position, shared by Steve Perry, Wendy Levash, and Topher Bordeau. Kristen Laine proposed that certain more labor-intensive board positions might require a second board member to be secondarily responsible. This can be considered, based on workload. However, it is anticipated that each board position will be the head of a committee, to include other Board members and/or Club members, who will share the responsibilities of the position. The Board member holding the position, however, would bear ultimate responsibility.

Responsibilities are specifically outlined in a Board position description documented, which Brenda will circulate electronically to the group; the document is a work in progress and revisions, suggestions, and questions will be welcome.

One of the more labor intensive positions, particularly during the summer season, will be House 3 – Sweep; as Buzz has previously informed the Board that he will be out of town periodically throughout the season, Bob Haynes volunteered to contact Buzz to discuss whether his schedule will allow for him to assume the responsibilities of the House 3 position.

5. *Executive Committee.* The nature of executive committee meetings was discussed. These typically occur once or twice between Board meetings. Other Board members with active issues are welcome at these meetings, and the presence of specific members is occasionally requested. The purpose of Executive Committee meetings is to handle time-sensitive business as well as minor issues, and to plan the business of Board meetings. Minutes of the Executive Committee meetings are presented at the start of each Board meeting.
6. *Dartmouth.* Steve Perry requested that UVRF identify a single point person within the Board as their contact person. The idea would be that the contact person would be accessible and would know whom to contact to answer a Dartmouth question or troubleshoot a problem. Examples of calls might include how to arrange to move a temporary rack, locate a missing Dartmouth launch, get an improperly parked car moved, etc. The Board agreed on the importance of establishing such a contact person, and will respond to Steve with the person and their contact information. The Programming 2 position (Heidi) may be most logical. In response to an inquiry from Liz Marshall, Steve advised that sculling dock placement and removal could still be arranged through Duff (Lauren Cummings).
7. *Database management.* The Board agreed that there is excellent potential to improve UVRF's database organization in cooperation with Ronin. Deb and Elizabeth will provide Liz (Membership) with existing paper databases. Liz and Karen (Communications) will work closely together. One issue raised is the need to make sure that Ronin requires club membership before allowing a rower to enroll in any program.
8. *Club objectives.* The club's historical objectives were reviewed. Initially focused on building a boathouse. However, in the aftermath of the failed efforts to develop the Wilder site for community rowing and in the face of growing difficulties with the Norwich site, the club's primary facilities objective was redirected (in 2008) toward improving the club's inventory of equipment. Many questions were raised during discussion of the club's current objectives, including: whether a change in the club's mission statement is indicated; what our specific relationship with Friends of Hanover Crew (FOHC) is; and how to proceed regarding the Club's Norwich land. All Board members again agreed on wholehearted support for FOHC and their efforts to develop a community rowing facility at the Fullington Farm site. However, opinions varied regarding next steps for the club's Norwich land. After active discussion, Board members agreed – given the non-urgent nature of the issue – to table further discussion of pursuing an active v. a wait-and-see approach to the development of the Norwich property. Valuation of the land for tax purposes has been reduced from \$282K to \$50K, with large tax savings to the club.
9. *Safety.* The scheduling of swim tests is the most pressing issue of the Club's newly adopted safety policy. Liz volunteered to contact Shadara McNicol of Dartmouth regarding the possibility of

scheduling several sessions in the Dartmouth pool. First, she will discuss with Julie Stevenson of HHS what their 'protocol' is for swim testing their novice rowers. Costs will be compared between the Dartmouth, CCBA, and Upper Valley Aquatic Center facilities. We anticipate holding 2 swim test sessions in March, and 1 or 2 in April. Swim tests in the river will be available prior to sessions offered this summer.

10. *Scheduling.* Future meetings will be scheduled on a day of the week to be determined by Doodle poll. Karen will post the scheduling of all future Board meetings on the club website.
11. *Erg competition.* Paul Gross moved to approve assembling a club erg rowing team for Concept 2 Spring competition. The motion was seconded and approved unanimously.
12. *Other business.* Programming and Budget Committee work is underway; a Conflict of Interest statement will be circulated electronically for comments and edits, and voting on the policy will take place at the next regularly scheduled Board meeting.

Meeting adjourned @ 7:20 PM.

Respectfully submitted,

Brenda Sirovich
Secretary