

Upper Valley Rowing Foundation  
Board of Directors Meeting Minutes  
March 9, 2009  
Oberlander Lounge

Board Members Present: Buzz Congram, Peter Davenport, Deb Dufty, Jen Friend, Elizabeth Glenshaw, Paul Gross, Heidi Lange, Steve Perry, Win Piper, Brenda Sirovich, Karen Sluzenski

Board Members Absent: Dick Grossman, Bob Haynes, Kristen Laine, Liz Marshall

Guests: None

Call to order: 5:45 PM

1. *Executive Committee report.* Win Piper presented the minutes of the Executive Committee meeting, which immediately preceded the Board meeting and consisted of preparation for this meeting. In addition, the EC proposed that the point person for Dartmouth contacts be Heidi, with Win as backup, with the understanding that designee is not intended to be the person solving the problems raised. Win will advise Dartmouth.
2. *Minutes of February 23 meeting.* Peter D moved approval of the minutes, Paul Gross seconded; the motion passed unanimously with one abstention.
3. *Budget.* Jen Friend presented the 2009 budget, including assumptions (see Appendix) and proposed programming changes (see below). One proposed change in programming structure was discussed – one longer session rather than two shorter sessions, due to failure to fill second session, consistently, in the past. The club is also desirous of growing the Men's competitive sweep program. A summer men's sweep program, however, will require 12 committed participants for financial viability. (Fewer would require canceling the program or raising fees.) Other proposed plans include reducing the number of sculling clinics (coaching has been difficult to recruit). Space constraints have increased on outside racks; the plan is to request permission from Dartmouth for another outdoor rack. The proposed budget increases rack fees for indoor and outdoor rack space, to keep up with increasing costs. Estimated budget surplus is \$1600.

The proposed new program schedule was presented. (See below and Addendum for underlying assumptions). We will need 3-4 boats from HHS; we are waiting to hear about the Gardiner, about which Heidi has contacted Carin Reynolds. Many advocate ridding the UVRF fleet of the Stetson. One possibility, in its stead, is to rent a low performer from HHS for \$600; another is to get the Perry rehabbed, for about \$1800. Plan: Price repairs (to the Perry) with Mike Delapia, and make the decision about replacing the Stetson.

Other proposed changes include the following: drop the bookkeeper; buy license to Quickbooks online; build a reserve for legal funds; include \$\$ for equipment for sculling and sweep. A new launch motor with bill of \$2700 is waiting at Fairlee Marine. Safety equipment needs include pole lights; large number of inexpensive PFDs. Some board members have old PFD's to donate. The Board discussed whether retention and use of PFD's would be maximized by racking them with the boats, or in the boathouse.

Buzz asked the group if a written equipment inventory exists. No, but equipment committee volunteers (Spunk K and Leslie S) plan one.

Approval of the proposed budget was moved and seconded; the proposed budget was unanimously approved.

4. *Programming.* See above. A men's program email is waiting to go out to solicit interest. Karen S. pointed to need to match email solicitation with information available on the club website.

Heidi presented programming changes recommended by the Programming Committee (Deb, Elizabeth, Jen, Heidi): Club level rowing – will bring advanced and intermediate programs together to improve fluidity between, and allow appropriate sorting of participants by coaches. The goal is for ongoing continued sorting throughout the season. There will be an 8-week 3-days-per-week club rowing session for Club I/II. Learn to row will increase to 6 weeks from 5 weeks.

*<6:30 PM Steve Perry arrived at the meeting.>*

The plan is to give more authority to the coaches to recommend participants for one level or the other of program. This requires clear language that there is no "social promotion" and that determination of the level at which a member participates is at the sole discretion of the coaching staff (w/appeal to the Board directly). It was proposed that the disclaimer already in existence (that advises that rowing is a tough sport, a team sport, we row in the rain, etc.) be modified and that the [upervalleyrowing.org](http://upervalleyrowing.org) website be configured so that a member signing up for a program must pass through this screen and click a box to acknowledge agreeing to these stipulations (possibly considering a written agreement for minors.) We will also need to stipulate no refunds for non-participation for any non-health-related reason.

Steve Perry raised the issue of the Dartmouth summer program, which has been run under the auspices of UVRF in the past. Dartmouth lines up coaches (Steve P has identified an interested party for his lightweight sophomore rowers for this summer); signup is through Ronin; and Dartmouth boats and launches are used. Board members strongly supported continuation of this relationship. It was noted that potentially Dartmouth men might combine with UVRF men's program, particularly if that program is not full. Also, Dartmouth coaches might be interested in coaching for UVRF.

Coaching – Heidi and the Programming committee have begun the work of coach selection. Their priority is the development of a coaching selection process that is objective, applies equally to all applicants, and is transparent.

The Board spent 15 minutes in EXECUTIVE SESSION.

*<6:50 PM Win Piper left the meeting.>*

The Board agreed that Dartmouth, as the host of all UVRF programs, would be presented a slate of potential UVRF coaches, to make sure that there are no coaching candidates to which Dartmouth would have objections. Coaching discussion will resume with plans to finalize the nomination of coaches for the coming seasons at the next Board meeting, on April 13, 2009.

Only 7 eights will be required to run the proposed program schedule for the summer season; this schedule will require one program (current nomination: men's competitive sweep) to run one session outside of the usual hours, specifically a Saturday morning. Steve Perry expected that this would not present a problem, if scheduling of the time were flexible.

The dates for the summer programs are anticipated as follows:

Spring

Summer

Fall

LTR		6/22 - 7/31	
Club 1 / 2		6/22 - 8/14	
Competitive	5/18 - 6/12	6/15 - 8/16	8/24 - 10/24

This program schedule will be presented at the upcoming meeting to negotiate the 2009 UVRF-Dartmouth contract.

5. *Safety.* The pressing issue relates to Launch Inspection. Swim testing discussion is deferred due to incomplete information. Launch inspection is to take place on March 28. It is not yet clear if UVRF and HHS launches will need to be moved to the Dartmouth lot or whether the inspecting officer may be able to conduct the inspection at Fullington Farm, where the launches will need to continue to reside until the beginning of the season. One difficulty is that UVRF has been sharing launch safety equipment with HHS (since the seasons coincide minimally). This may be problematic in terms of inspecting both sets of launches simultaneously. One suggestion was for UVRF to acquire all needed safety equipment. Steve Perry will forward the email listing the requirements, which include fire extinguishers (new models may be necessary), and life preservers, and whistles and/or horns.

The BOARD spent 5 minutes in EXECUTIVE SESSION.

6. *Conflict of Interest.* The current version of the Conflict of Interest Policy developed and revised by several Board members for UVRF was distributed in hard copy, with a request to return a signed copy at the next meeting, or suggest necessary revisions.
7. *Land.* Further discussion of the Norwich Land is deferred to a future meeting in order to allow for more extensive discussion. NO ACTION is to be taken at the present time.

Meeting adjourned ~ 7:20 PM.

Respectfully submitted,

Brenda Sirovich  
Secretary

## Appendix I: 2009 Budgetary Assumptions

### *Sweep programs*

- we are able to request that one program can one day per week at non-prime time hours (6-8am) during the summer (otherwise we need 2 more boats and there are a number of cascading impacts from that)
- conversion to a single, longer session for all non-competitive programs
- women's program runs 4 days per week + race days
- all others row 3 days per week
- men's program: assumes we build on last year's success and can recruit \*at least\* 12 men to row (I've budgeted for 16, but we can live with 12 as long as our other programs fill).
- note that there are two potential impact points if this does not happen
- facility rental is currently apportioned equally across all programs, no men's program = \$900 shortfall in cost recovery. we can probably absorb this
- comp women's fees assume trailering costs are shared with men's program. no me's program = higher fees for women's prog
- competitive fees include race fees excluding HOCR and Masters Nationals
- truck rental will be required for all races
- purchase of a new motor (\$2700) and \$10K for other equipment

### *Sculling*

- two outdoor racks currently used for private boats will be used to store UVRF singles ("new" vespoli and fisa, fixed to row over the winter)
- \$3500 for equipment purchases

### *Overall*

- same level of membership as last year
- fundraise 10K
- swim test included in membership fee
- eliminate book keeper, replace with site license for quickbooks on line (allows 3 users + accountant access)

## Appendix II: Proposed 2009 Program Schedule

W COMP 4 days, with Saturday practices							
		Monday	Tuesday	Weds	Thurs	Fri	Sat
W COMP		3	3		3	3	
MENS			2		2		2
LTR			2	2	2		
ADV		2		2		2	
INT		2		2		2	
Total Boats		7	7	6	7	7	2