

Upper Valley Rowing Foundation
Board of Directors Meeting Minutes
November 9, 2009
DMS Conference Room

Board Members Present:

Win Piper, Jen Friend, Paul Gross, Dick Grossman, Heidi Lange, Brenda Sirovich, Liz Marshall, Karen Sluzenski, Peter Davenport, Deb Dufty, Elizabeth Glenshaw

Board Members Absent: Dartmouth Rep, Bob Haynes, Buzz Congram

Call to order: 5:50 PM

1. **Executive Committee report.** The EC met on Friday, October 30. Most of the discussion revolved around nominations. No decisions were made nor money allocated.
2. **Minutes.** The minutes from the October 12 meeting Board meeting were **moved** (Peter D), seconded (Liz M), and unanimously approved.
3. **Annual meeting planning.** Jen, Dick, Buzz, and Win's terms are up this year, none are term limited. An additional board member is considering stepping down next year. We therefore have 5 open positions (including the currently vacant position). Programming, IT, and Equipment are areas of expertise that we want to solicit – in addition to soliciting names from full membership. The nominating committee will plan to present a full slate to board at next Board meeting. The configuration of the Board could be changed.

New Board position considered. The nominating committee developed the idea of an Operations Director – the individual responsible for coordinating the yearlong schedule of the Club and the Board – a logistics director and coordinator. There was an operations committee meeting several months ago (Liz) and the goal was to create a script for each job. The question was raised of whether an Operations Director position should be the same position as Vice President. Deb advised that the Executive Director description might be helpful in developing the responsibilities of the Operations Director. Liz M suggested each EC member coming up with a list / calendar of their activities throughout the year. Karen S suggested using googledocs for this purpose, creating a joint document, to be cleaned up at the end. One of the numerous annual tasks (to be tracked by the Operations Director) is the inspection of the launches and trailer. The 'birthday' of the trailer is March.

Changing Board structure? The Board resolved to hold off on changing board structure pending elections of new Board members. How many members? The Board agreed to keep that number the same. However, it was noted by Liz M that we may need a sculling programming director. The sculling committee may need to be divided into subcommittees – operations and programming. Carin Reynolds's name came up a number of times as someone who has served as the point person. There was debate about how big a responsibility a Sculling Programming Director would be. Many members who have newly taken up sculling but want intermediate lessons, which we have made available only privately and haphazardly. Growth of the sculling program → we will likely need a board director level director.

Annual meeting planning. We need reservation at the Black Center (Win).

4. **Tax update.** We received a response from the IRS leading to 2 bills for \$6K and \$8K. Jen responded after running the response by the accountant. Accountant advised us not to pay pending response to our response. Generally response within 60 days.
5. **Final workday.** Absolutely positively final UVRF workday November 22 at 1 PM, 2 workstations, one at Fuller and one at Fullington, culminating in putting boats on the trailer, into the barn, then loading more boats on the very top. Dan R and Carin R will be directing folks. Crews have been enlisted for both ends.
6. **Fundraising update.** Draft letter nearly finalized. Plan is members with any donation to the Club ever – plus new members – get print letter; everyone else gets an email. Timing: now. Karen Sluzenski will make sure the correct composite email list is used (from gmail account rather than Ronin). It should be the larger list of ‘ever members’, which excludes only those who’ve asked to be removed. The plan is to send email one week after hard copy letter.
7. **Additional issue: Racing Quad.** Liz M. reports that several individual scullers have been on the lookout for a racing quad that they may be interested in donating to the club, based on popular demand. The issue of targeted fundraising for a racing quad was discussed. The wooden Pocock quad will be given to us next year, but is not a racing quad. The Pocock will be a great way to teach people sculling. Deb D shared her experience with targeted fundraising in Chicago – the Club would need to be very clear about who is the owner of the boat. In Chicago, donors often wanted to be sure that the boat would be used only by experienced rowers. As owner, the Club would be responsible for any rules/regulations/preconditions for use. The possibility of “subscription” boats was also raised. If things progress with the search for a racing quad, Liz M will let the Board know.

As a separate issue, we may need to have a structure for identifying who can take specific boats to competitive races (including current club singles, doubles).
8. **Space.** We also need to worry about space! A quad is the size of a Four. We also are receiving at least one single as a donation. We may need to reconfigure rackspace if club fleet of sculling boats swells. We may need to store some boats in the future at alternate locations – the Chieftain, the Norwich land, the FOHC.
9. **Fee structure discussion.** Specifically, we currently charge all members annually a fee that includes use of club sculling boats. With the shift from sweep to sculling, revenues have declined. What is driving the shift in our membership? We need data on why people switched from sweep to sculling. Three questions have come up related to fee structures: Does having a separate membership fee serve a purpose? In the sweep program, should race fees be part of sweep program fees? Should there be a fee for use of club boats? A technical matter: can we make improvements to Ronin so that people didn’t have to pay twice for membership and programs? The Board resolved to revisit these issues with the results of Club member surveys, at the next Board meeting.
10. **Mission statement rewrite.** The Board finalized the Club mission statement. The revised statement will be posted to the UVRF website:

“The mission of Upper Valley Rowing Foundation (UVRF) 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. By making available public, rowing-appropriate access to the Connecticut River, instructional programs, competitive opportunities, and education forums about the sport, UVRF will serve as an organization that provides diverse benefits the region as a whole.”

11. **Committee Reports.** No additional reports.

Meeting was adjourned at 7:40 PM.

Respectfully submitted,

Brenda Sirovich
Secretary