

Upper Valley Rowing Foundation  
Board of Directors Meeting Minutes  
March 3, 2010  
DMS Conference Room

**Board Members Present:**

Brenda Sirovich, Jen Friend, Elizabeth Glenshaw, Peter Davenport, Heidi Lange, Karen Sluzenski, Dan Ruml, Liz Marshall, Paul Gross, Win Piper, Buzz Congram.

**Board Members Absent:** Bob Haynes, Dick Grossman, Dartmouth Rep.

*Call to order: 5:55 PM*

1. **Executive Committee report.** The Executive Committee met twice since the last UVRF Board meeting. The Exec Committee will serve as planning/operations committee, agreed upon at the first Exec Committee meeting. The second EC meeting consisted of operations planning, included as agenda items today. No decisions were made by the EC on behalf of the Club.
2. **February Board Minutes. Peter D. moved approval of the minutes** from the February 8 meeting, Elizabeth seconded, motion unanimously passed with two abstentions (Win, Buzz).
3. **Equipment.** Equipment maintenance and repair was discussed. Dan Ruml and Buzz Congram had met previously on this issue. They felt \$1000 was modest budget for the fleet of the club, which is both sizeable and in many cases just passable. The better the equipment is, the more people will row it. Which boats are in most need of attention? The FISA that's broken. There are also a number of oarlock and rigger problems, as well as loose seats, skegs, cleaning, replacement of tape needed. Questions were raised regarding the Arrows – should we fix them or sell them? Buzz suggests that 4 of the “tubs” could be sold. It was agreed that this recommendation should go through the sculling committee and should be part of the three-year equipment plan. It was suggested we should have regular equipment checks and a spare parts drawer. The sculling checks could be done daily as part of the dock monitor job We therefore need recommendations from both Sweep and Sculling committees to the Finance Committee for the next meeting. Karen S. brought up issue of Kippy Littles.(need to be updated) – deferred to Safety discussion.
4. **Programming / Membership.** Sculling programs have been developed – new programs include intermediate (2 2-week sessions) and advanced (3 2-week sessions), each three times a week. Discussion ensued about size limits for class, how many participants are needed to break even (5-6). Program names were changed to Level 1 and Level 2 with clear entry criteria. Completion of a Sweep to Scull clinic (or Learn to Scull) will be required for both Advanced and Intermediate. No major changes to Sweep program plans since the annual meeting. Sweep programming: Club 1 and 2 programming didn't work well. Intermediate rowers will row with Learn-to-Row after the first week in the tanks. Saturday practices won't be needed. Our maximum need is for six boats, leaving us one boat we mayto rent. Karen will post to the Web once finalized. Liz will pick dates for Learn to Row. Swim test – Ronin will ask for date of swim test during registration.
5. **Segue to calendar.** Jen presented the Annual calendar she developed. This was reviewed. Additions to the calendar were proposed: Dartmouth contract; Dartmouth after hours dates, start of advertising, tax return filing. Last year, we missed the opportunity to offer outdoor rackspace to members on the wait list; we need to establish with Dartmouth this year ASAP how much space we'll have available for rental. Dan R has an interesting proposal for single rows of rackspace

adjacent to the back side of Fuller. National Learn To Row day is June 5 – should we host an open house? What does it mean to be a USRowing Club member and participate in National Learn To Row day? Karen will look into this.

*Buzz left the meeting 6:50 PM.*

6. **Finance Committee Presentation** – (Paul) A proposed Fee structure was presented. Everyone pays dues (\$125 individual / \$200 family), which pays for overhead costs. This year we're adding a fee of \$175 for people who only use sculling boats; those who pay a rack fee and those who sign up for a program have free use of the sculling boats. The sculling committee will address management issues related to signing up for the sculling fleet boats. Coaches will need to sign out doubles used during sweep sessions. There may be a way to sign up online for boats. (Learn to Scull pricing was discussed - \$150 last year for two sessions, this could be reduced if minimum enrollment is required. Paul will give recommendation to Liz.) **Elizabeth moved**, Win seconded the proposed Fee Structure; it passed unanimously.
7. **Proposed budget.** Paul presented the proposed budget. Karen proposed adding \$500 for supplies for Sweep safety equipment; \$250 for sculling (PFD) supplies. Repairs to sculling boats was increased to \$2000 from \$1000 initially proposed. The budget is proposed based on last year's projections. Dues are based on how much we took in last year (same 2008 and 2009). Costs savings will result (compared with last year) from rental savings, and excess payments last year. The estimated surplus will be about \$11K, which is less than the expected donations, so some donations will go toward operating expenses. **Elizabeth proposed moving the budget** with the changes as noted above. Motion was seconded carried unanimously.
8. **Vacant Board position.** Win's new position was discussed – Community Relations and FOHC liaison. Win accepted the nomination to this position. Brenda brought up possibilities for new Board member. Jen will discuss with Janet St. Germain nomination to the Board for a one year term as Membership director.
9. **Fundraising.** Elizabeth met with Lizann Peyton of FOHC. FOHC is looking to raise \$50K by June 2010 and another \$50K by December 2010, with another \$600-700K in 2011, followed by an additional \$1 million. A proposal for a "joint" fundraising campaign was offered, such that potential donors are made aware of both fundraising needs and understand the context of each. They agreed to have a couple of test conversations with historically consistent large donors – a "does this make sense" conversation, to gather intelligence about how to make the presentation. Lizann would come to the next meeting and Elizabeth would present to the FOHC Board, with the key being transparency. Karen: would a joint capital campaign undermine FOHC's stated independence? UVRF and FOHC will need to communicate and agree on the message. Drafting / developing the message will be important. A UVRF youth program could develop at Fullington. Elizabeth is to report back on LizAnn's presentation to her (FOHC) Board.
10. Equipment plan to follow.

*Win left the meeting at 8:12 PM*

11. **Informational items.** A scholarship committee will be formed, to be chaired by Brenda. Follow up is needed Dartmouth coaches. UVRF entry into the Concept2 World Challenge Erg competition – was **moved** (by Paul), seconded, approved unanimously.
12. **Committee Reports.** None.

13. ***Deferred / Continuing business for next meeting.*** Includes: Dartmouth contract. Challenge Quad. Safety. Master equipment list. Master Calendar. The following meeting, we will plan to invite FOHC regarding whether we need to take any position.

Meeting was adjourned at 8:15 PM.

Respectfully submitted,

Brenda Sirovich  
Secretary