

Upper Valley Rowing Foundation
Board of Directors Meeting Minutes
December 1, 2010
Conference Room, Dartmouth Medical School, Hanover, NH

Board Members Present: Jen Friend, Bob Haynes, Rowan Carroll, Dan Ruml, Karen Sluzenski, Peter Davenport, Liz Marshall, Dick Grossman, Brenda Sirovich, Heidi Lange, Win Piper, Paul Gross.

Board Members Excused: Buzz Congram, Elizabeth Glenshaw, Dartmouth representative.

Call to order: at 5:50 PM.

1. **Executive Committee report.** The Executive Committee met as per usual monthly schedule and discussed today's agenda.
2. **November Board Minutes.** Rowan moved, Heidi seconded, the November minutes passed unanimously.
3. **Nominating Committee report** – The nominating committee solicited interest in the positions as defined (as 'buckets') during the Operations Group "sticky exercise" and worked to come up with a one to one match that would satisfy all returning Board members. This is as follows:

Facilities – Win

Membership – Rowan

Treasurer – Paul

Programming/Sweep – Heidi

Programming/Sculling – Peter Davenport

Operations – Bob

Registrar – Liz Marshall

Communications – Karen

Equipment/Sweep – Dick

Equipment/Sculling – Dan Ruml

Secretary – Brenda

Executive/President – Jen

No one declined their proposed position.

Discussion proceeded regarding how many new Board members we need for the coming year – and what will their roles be? The nomination was to recruit 2 new members. There is no longer a dedicated 'bucket' for Vice President nor for Safety, the latter has been distributed mostly to Facilities. It was agreed that the Vice President will fulfill another role as well, depending on the individual. It was pointed out that we also need succession planning, and if the Executive Committee stays the same for next year (Jen, Heidi, Paul, Brenda, there should be an additional EC member to allow for succession planning.

We need to get members to commit to volunteership – it was discussed that this should be part of signing up for membership, although that won't help until next spring, and we also need people who can start up this winter.

It was proposed, but not decided that additional members be assigned as “vice-directors” to very large ‘buckets’ or those requiring specific skills, especially those that will soon be rotating off or leaving their positions. Specifically, this would pertain to Sweep Programming. Specific skill sets that we may also want to look for in new members or volunteers include Web design, for example and finance.

The nominating committee will continue to meet in order to recruit new Board members. The Annual Meeting Save The Date email will also include a call for nominations.

[Paul Gross arrived at ~6:20 PM.]

4. **Annual Meeting Planning** – Planning falls into 3 categories:

- a) How to increase attendance – The following ideas were proposed and discussed.
 - Special talk / speaker related to rowing (Board members will try to come up with possibilities)
 - Door prize of UVAC membership or programmatic giveaway – this was agreed upon, with a choice between 4 prizes (winner's choice) – one year of rackspace, one year of club sculling privileges, one sweep program, or our donated and as yet unclaimed UVAC 6-month membership
 - Raffle
 - Ask coaches to send emails to their students (Heidi);
 - Awards or recognition to members – serious, e.g. most improved, citizenship, or funny. A named award was proposed – the Starzinger Award for citizenship & volunteerism; the “Unsung Hero” award. Jen is in charge of the Award Committee? The Board agreed to give out 3 awards at the Annual Meeting, we anticipate this will be an annual tradition:
 - Starzinger Award – generosity of spirit
 - Novice of the Year
 - Best Dressed (or other funny award)
- b) Presentations (content) - Deferred
- c) Logistics – Assignments were deferred, except that we will RESERVE the DATE at the Black Center (Brenda). Tasks from last year's meeting were reviewed. Liz will bring membership list to the Annual Meeting for voting purposes. The Nominating Committee is responsible for preparing ballots. [Posting of photos and bios of Board candidates to the website will be accomplished before the meeting. We also need to review the language we used last year re: proxy voting. Finally, we need to invite FOHC member to present (Jen)!

Date for additional Board Meeting (which will be replaced by Annual Meeting in February) was discussed – it was agreed the Board would reserve the date of Wed January 26 for a UVRF board meeting, if needed. [It is also likely, however, than a meeting 1-2 weeks after the Annual Meeting may be necessary.]

[Brief Exec Session re: FOHC business.]

5. **Coaching Fee Structure** – The possibility of differential pay to coaches depending on experience and level of responsibility. The concept was agreed upon. Most members were in favor of an apprentice level of pay for junior coaches who serve as assistants, with a pay of \$30/session. It was agreed that UVRF would adopt a pay range of \$30-60, so that discretion could be used for special circumstances; most coaches would continue to received \$60/session with lower levels reserved as noted..

6. Follow up Items:

- **Fundraising** - Did we offer to name the double – pending, Jen is going to take care of this.
- **Land rental** – Requested by Jake Guest. Contract pending. Currently this is a Gentleman’s Agreement. It has been plowed. Liability is covered.
- **Registration workgroup** – Constituted: Paul, Jen, Heidi, Karen S, Brenda, Liz M. First meeting pending.
- **Meeting venue.** Brenda is making efforts to move the meeting location to the Howe Library in the future. Karen has also offered the Feldberg conference room.
- **Coaches’ boating license** – Two licenses are required. Operators’ certificate lasts a lifetime. In addition, anyone who operates a commercial vehicle (including UVRF launches) – needs to be renewed in December in order to avoid retaking the test. Heidi will send a notice to all current UVRF coaches asking them to look at their CDL and if it expires in December 2010, they need to renew it. Dick will follow up.

7. **Informational items.**

- a Thanks to all for a great end of season workday.
- b Dan Ruml reported that the recently acquired old quad was destroyed in a recent storm.

The meeting was adjourned at 7:27 PM.

Respectfully submitted,

Brenda Sirovich
Secretary