

Upper Valley Rowing Foundation

Board of Directors Meeting Minutes

November 2, 2011

Murray Meeting Room, Howe Memorial Library, Hanover, NH

**Board Members Present:** Jen Friend, Brenda Sirovich, Heidi Lange, Penny Sirjane, Karen Sluzenski, Erika Dade, Peter Davenport, Kevin Cotter, Liz Marshall, Win Piper, Rowan Carroll.

**Board Members Excused:** Paul Gross, Dick Grossman, Bob Haynes, Dan Ruml, Dartmouth representative.

*Call to order: at 5:48 PM.*

1. **Visitor introduction.** Ron Rhodes, newly appointed northern Upper Connecticut River Steward of the Connecticut River Watershed Council (CRWC) was introduced by Jen. (The dividing point for northern v. southern Steward is approximately Hanover.) There are a number of new people at CRWC and under new governance they are trying to increasingly meet with local groups such as UVRF to get input. Some of the communication has been and will be over the Internet. Their webpage is CTriver.org. He is available to come and take comments or address groups such as ours in the future. Jen F asked about our participation in annual October 1 "Source to Sea" river cleanup. In the spring, they do the Vermont Green-Up day. Win inquired whether there are other efforts that it would be helpful to mobilize rowers for. Ron: "The first thing that comes to mind is a 'river watcher / keeper' role" – specifically reporting more urgent debris that would require e.g. town attention prior to the next river cleanup day. There are also individual projects that come up related to the Connecticut River tributaries. Penny: "Do you have some type of an email list?" Yes, and they will add upervalleyrowing.org as a member of the mailing list.
2. **Associated Issue (Facebook).** Karen pointed out that the Club doesn't actually have a Facebook site; it was started by non-Board members, one of whom is now a Board member (Rowan). Karen pointed out that if it's going to be a Club communication channel, that it should be integrated with the website. Rowan and Karen will work together to accomplish this.
3. **Executive Committee Meeting.** No decisions made by EC in interim since the October Board meeting (other than those listed below under Informational Items), today's agenda was formulated. The boat loan brought up the issue of individualized arrangements.
4. **Vote on October Minutes.** Peter D moved approval, Liz seconded, passed unanimously other than Penny who had been absent.
5. **End-of-Season Planning.**
  - The long row will take place on November 12 at 7:00 AM. Win volunteered to drive the launch for the Long Row. Rowan will then solicit interest in the Long Row among Sweep rowers. Karen will set up a sign up genius poll. Carin Reynolds is going to organize the scullers. Brenda Balenger will be bringing up a contingent from Lake Sunapee. Potluck afterwards. The planned return to the dock will be ~ 10:30 AM.
  - Work day will be November 19; postpone for miserable weather until November 20 – dock out and boats in. It will start at 10 AM, meet at Fuller and divide up teams from there. Rowan proposed adding on a burger grilling and hot chocolate add on at the end. We'll need to figure out where the engines will be stored. Peter has numbers to affix to the engines if they're warm enough. "Is there a pre-winter service?" Yes, it's done at River Edge in Ashland, NH. Jen will get in touch with

Dick. Alternatively, HHS has a rack they use for their motors. Jen will speak with Dan about whether it's reasonable for us to build our own. We'll also need 2-3 launch drivers for the workday.

#### **6. Head coach job description review.**

- Feedback: We wouldn't want to be locked in to this position also being the Competitive Coach. Also, the name may not be the correct name. Supervision may not be under the purview of the position. Kevin mentioned that his Club in Buffalo finally went to the Operations Supervisor model. This might be a good model for UVRF. Ideally this person would do coaching, but would not be in charge of Human Resources. However, they would be in charge of, for example, which boats are used by which program. We need someone in whom we could invest the responsibility of sorting out the immediate and longer term needs – e.g. which program uses the Four today, organizing the spring tuneup, these shoes don't fit, etc. This would mean a large investment at the beginning of the season, and then less intensive over the course of the season. Cox coordination would be one of these responsibilities. The question was raised of who we conceive this person might be – an entry level person might have the time and dedication, but not the authority. Penny wondered about what the budget would be and what can we get for that. Heidi proposed that we look at the bucket list and see what responsibilities we need covered. Is this someone we need to be there five days / week? Jen proposed having the Nominating Committee look at the job descriptions from among the bucket list and identify how many of the responsibilities could be fit under the aegis of a hired person who would be expected to be available for 4-5 hours/day for ~ 4 months of the year.
- Budget? It's coming out of thin air. We either have to buy fewer boats, raise fees, and/or do more fundraising.

*[Rowan departed at 7:10 PM.]*

#### **7. Nominating Committee.**

- Bucket List review (see above). Nominating Committee will solicit feedback on Bucket responsibilities that the Board member is enthusiastic to, willing to, or not willing to do. Versus which responsibilities we need to try to push off onto either someone who is hired or potentially non-Board member volunteers

#### **8. Equipment Prioritization Committee.**

- Sculling and Sweep programming committees need to come up with Priority Lists for each.
- Penny, as a relatively new Board member, asked what our Equipment priority and replacement schedule looked like. We discussed that it is in evolution; we have not met our goal for a annual reserve fund for equipment purchases this year, but last year we had done well.
- The Kevin C is the boat that may be closest to the end of its usable life.
- Penny proposed that if you have and you stick to a plan, you are able to be proactive and not reactive. But we have to retain some flexibility, and so it is important to have a "stuff happens" fund to cover unexpected needs.
- Jen pointed out that we also need to start folding in LHS program needs.

9. **Specific request.** Dan has identified a lightweight double that may be available for purchase at the Head of the Hooch. His request for the Club to purchase it was reviewed. It was decided that, given that we have not revisited the Equipment Priority List, that we would defer this opportunity for now.

10. **Informational Items.**

Boat Loans:

2x (Starzinger) loan to Thom Collins' Vermont Academy crew through Head of the Fish  
8+ loan (Fight) to Emory Women's Club Crew for HoCR

Directed Junior Scholarship fund established in memory of Jasmine Rogers

Equipment purchases and plans:

Stern Lights

Bow Lights

First Aid Kit for boathouse

11. **Updates and follow up items.**

- Scholarship Committee report to Board deferred.
- Boat Use policy from Dan R to be circulated
- We need to accumulate policies and figure out where to post: including Private Sculling Lessons, Scholarship, Unaccompanied Sweep, Safety, Club Sculling Boat Use. (Brenda)
- Website - *deferred*
- Fundraising Letter

Motion to adjourn by Jen @ 7:40 PM, seconded, unanimously approved.

Respectfully submitted,

Brenda Sirovich  
Secretary