

Upper Valley Rowing Association
Board of Directors Meeting Minutes
April 1, 2013
Murray Meeting Room, Howe Memorial Library, Hanover, NH

Board Members Present:

Eric Brooks, Rowan Carroll, Kevin Cotter, Erika Dade, Jonathan Edwards, Paul Gross, Joanne Hayes, Liz Marshall, Louise Moon, Dan Ruml, Janet St Germain

Board Members Excused:

Christopher Bordeau, Sean Healey, Beth Kelley, Rosi Kerr

1. Review of March 6, 2013 Minutes (Louise)

Motion to approve the minutes as amended, seconded and approved unanimously.

2. Review of Job Descriptions and Assignment of tasks

The list of job descriptions was reviewed. A revised document will be sent to board members.

3. Sweep Program (Erika)

Paul and Erika are still working on the budget for the sweep program. Eric Brooks and Lys Ray will get together to talk about possible program modifications.

Rowan indicated that one of the equipment goals has been to obtain five full sets of sweep oars over four years. The Lebanon crew will row with white oars. When UVRF buys oars they will be painted in UVRF colors. With some creative allocation of existing oars, Lebanon will buy four oars instead of 10 oars this year. We will have a total of 24 oars/3 newer sets. Next year UVRF or Lebanon will order another set of oars.

Program fees will be reduced in every sweep program except the junior summer program. See below under #6 for the specific fees approved by the board. In the case of the novice program, it was decided to use a similar fee basis as the sculling program, i.e., learn-to-scull rowers do not have to pay a membership fee to enroll in the program, but they do have to become a member if they want to continue to use club boats afterwards. These changes reflect the decision of the board not to include equipment replacement costs in the fees. We will try this fee structure for a year but in order to make it work, we will need to raise substantially more money from donations.

We would like to offer the extension program but it probably will not be possible because of the ramp work.

The policy to use the new Quad and other club boats was discussed. The main concern is safety, particularly in the case of the quad, given its potential speed, and proper care of the boats. Permission to use the boats will be based on the experience of the rowers, whether they are accompanied by a coach, experienced toe and/or experienced coxswain, etc.

The policies and procedures should be available and transparent. They will be posted on the UVRF website and put in the logbook. We will have a list of certified cox's and certified toes as well a list of people allowed to use the restricted boats. Permission for restricted boats must be approved by Dan. The boat has to be reserved. Approved users will have a password and there will be a separate calendar for booking a boat.

4. Sculling Program

Equipment:

We will purchase sculling oars as discussed in last meeting - four sets; 2 med and 2 small. Quad oars will be marked to keep them separate from other sculling oars and we will have to find a place to store them.

Logbook Record:

Jonathan reviewed last year's sign-out sheets in the logbook and provided a list and some statistics. Additional logbook sheets were discovered, so he will revise and send out a report to board members. Based on the sign-out sheets Jonathan had originally, there were a total 2300 individual rows by scullers last year. The most popular time was in the morning with almost 1400 before 9 am; the next most popular time was after 4 pm; 325 rowed in the mornings between 9 and noon.

There were several changes suggested for this year's logbook. There should be a boat map that indicates the club boats available with their boat number; which boats are restricted and need permission; recommendations for boat use based on size and experience of rower; and a list of people allowed to use the restricted boats. This should be posted above the sign-out log as well as in the logbook.

Club Sculling Program:

It was generally agreed that we should start the Learn to Row program earlier this year, so that participants have more time to take out club boats before the season ends.

Sculling fees:

The cost of rack spaces will remain the same; however, the board discussed adding coaching with rack fees. Rowan volunteered to go out with scullers on Friday mornings to offer advice and to videotape rowers. There will not be a sign-up – just first come first served. (Call it "Rack holder Friday"?)

5. Club Sculling – indoor rack policy

The rack space policy was reviewed. We will continue to count the number of rows based on person, not boat use. This does not preclude someone from lending out his/her boat, but rows by non-owners will not be counted in the minimum number of rows, which is considered a generous minimum. We will encourage those who cannot row the minimum number of rows to release their rack space. They can borrow a boat if they want to go out or use a club boat.

A rower must be a member of UVRF to get on the waitlist.

The policy will be posted on our website

6. Budget (Paul)

Paul provided a draft of the proposed budget but is still working on some final details. He will finish the budget and report to the board at our next meeting.

We will have to increase our individual membership fee slightly and raise more money through fundraising efforts this year, since the previous membership fee does not cover our overhead and we have lowered program fees.

The individual membership will increase to \$135; the individual youth membership will stay at \$50 and rack fees will remain the same.

Everyone must sign up for a membership before they can sign up for a program; all must sign a waiver.

Motion made to approve the membership and program fees as stated below, seconded and approved unanimously. The new fee structure and benefits will be posted on the website:

UVRF Indiv. Membership	\$135
Individual Youth	\$ 50
Novice Sweep	\$195
Club (Sweep) Rowing	\$250
Junior Summer	\$120
Junior Fall	\$195
Competitive – Summer	\$499
Competitive – Fall	\$545
Indoor Rack	\$375
Outdoor Rack	\$200

7. Fundraising

We have lowered sweep program fees but this means that we will have to rely a lot more on fundraising. Beth was not at this board meeting but indicated that she hopes to send out a fundraising letter to the membership in the next two weeks. Rowan is also coordinating a fundraising effort – “flocked flamingoes” – with students to raise money for the Lebanon crew but it will benefit UVRF as well.

Next meeting: Note the schedule change from Monday, May 6 to WEDNESDAY, May 1. In June, we will revert back to Mondays.

Motion to adjourn at 8:50 pm, seconded, unanimously approved.

Respectfully submitted,
Louise Moon, Secretary