

Upper Valley Rowing Foundation Board Meeting

Agenda May 1, 2013

In attendance: Joanne Hayes, Erika Dade, Janet Saint Germain, Paul Gross, Jonathan Edwards, Dan Ruml, Eric Brooks, Rowan Carroll, Beth Meyer.

Review of minutes from April 1, 2013 (Dan)

Small changes made to minutes – minutes with changes approved by Paul, seconded by Liz.

1. Learn to Row (Joanne)

Date is June 1- Joanne and Eric are organizing.

Waivers – Liz will print 50 copies for LTR day.

UVRF Banner – either in trailer or farmhouse – Erika will locate.

Sign Up Genius – Eric will amend the sign up from last year, Janet will give Eric sign up.

Send message with jobs: Janet will send out letter to UVRF complete email list.

Registration forms: Janet will look for last year's.

UVRF brochure: Janet will look for last year's and update dates.

All board members took a LTR flyer to post two weeks before the event.

Benefit of LTR Day to UVRF is community awareness. We typically get 50 people coming to participate, we are not sure how many people continue, maybe two or three a year.

2. Safety equipment (Joanne)

Defibrillators – Joanne spoke with Richard Whitmore and there is an AED in the Dartmouth boathouse. If the doors to the boat house are locked we cannot access this. Joanne's contact from Lebanon Fire Department said an AED in a metal boat is not a good idea. Better to have a process to contact Fire Department or Ambulance and get them to meet you. Safety and Security have AED in their vehicles if they are patrolling. No one has had a heart attack at UVRF, but we want to be prepared.

UVRF plan is to put rower in coaches launch, drive to one of the three river access points (Wilson's Landing, Chieftain Motor Inn, Dartmouth Sculling dock or Dartmouth dock.

There is a safety phone by the swimming dock if you do not have cell service. Liz Marshall will talk to Duff about the possibility of putting an AED by the swimming dock or in Fuller where it would be easy to access.

3. Cold water safety violations (Paul)

A few people are going without following our safety policy, the main offender is one single sculler. Erika spoke to the sculler and asked that they follow our policy. The sculler said that they were following the 100* rule, but this is not a policy we follow. Currently there is no thermometer, Erika will purchase thermometer.

What do we do about people who violate our rules?

Are we liable if someone has an issue who is flagrantly violating the rules?

We have given everyone notice that the water is below 50* so the cold water rules still apply. Last email went out to all rack holders, both inside and out, told scullers that the four oar rule is in effect. Every year we send out an email to say the four oar rule is removed.

We need to make sure that everyone who sculls is aware of the four oar rule, and the safety issues, although they are on our website we need to make sure that everyone who rows reads and acknowledges them, and signs the waiver.

The issue if someone violates the rule and drowns we will not be able to go out on the water before June 1st, or after mid-Fall. Violating the rules risks the ability to row for all UVRF members.

Liz will write a draft of an Open letter to be posted at the boat house and emailed to all scullers to inform all members the risk that not risk that following our safety policy. Warn that repeat offenders that they might lose rack privileges.

Eric Brooks left at 6.25pm.

4. Fundraising appeal (Elizabeth)

First solicitation letter for year with emphasis on lower program costs so we need to fundraise this year, and also donations to quad. Specific equipment purchases were mentioned in case people want to donate specifically to them.

Beth cannot print and send, so needs a volunteer to help with this.

Beth will email database to Janet.

Rowan will do mail merge and get letter out. Gnomon Copy will prefold letters. Paul will purchase stamps.

Beth will add signatures – anyone on list scan and email signature to Beth tomorrow.

Lebanon Crew will Flock Flamingos to fundraise for the Prouty. Two flocks of flamingos will be put in people's yards, they are left for 24 hours and then removed. Rowan has written fundraising letter for Lebanon crew explaining Lebanon Crew and the Prouty, and requested a donation towards our Prouty team.

5. Website (Janet)

Website should be updated, and sign in ready to go live. Lebanon Crew was easy to do because that is what League Athletics does, but adult members might need to sign up as children. If people sign up incorrectly Janet and Liz can make corrections. Programs should be ready to publish by mid May, Erika offered to help if that would make it quicker. League Athletics is taking some time because it is our first time setting everything up, next year should be easier.

6. Sweep programs (Erika)

Dates are straightened out with Dana Metes, Erika is waiting to hear back from her to confirm.

No word on ramp work schedule. We should let members know that there will be some construction, no dates are set, we hope to find ways to work around this, but we might miss a few days, we do not know yet. We have permission to keep two boats at the boat house when construction is going on. Thought at moment is that mid-July will be start date of the ramp work.

What should we do if programs do not run? Could we offer credit or reimbursement to programs that do not run because of the construction? Board needs to think more on this.

Erika will check in with Richard Whitmore to see what the ramp status is.

Discounted fee if you sign up within a week or the start date of the program.

We will let people know that there could be construction, but we do not yet know how we will react if programs cannot run.

Erika is concerned about cancelling the Junior programs because parents schedule the kids so tightly, this year there will be a very bright and bold sign saying that programs will not run if the minimums are not met.

7. Sculling updates (Liz)

Janet and Jonathan will finalize sculling programs, Janet is checking with coaches.

One space has opened up inside – the next person on the sculling list will be offered the inside space. 20 private singles and 3 private doubles need outside rack space, there are 32 already full inside rack spaces. With these numbers we have used most of our available space. With the two quads we will not have much space on trailers. Anyone who didn't reply by April 30th to email from Liz about the waiting list for sculling space is now not on the list, this was on the letter. There are 8 members who want to be on the list but do

not need a space this year, so they will still be on the list but will not bring singles this year. Liz has put together a preliminary map for boat locations. Liz talked to Duff about stairs to sculling dock and they are on his list to examine the stairs and try and make less dangerous. Duff will think about a solution, a state permit is needed to do any work.

8. New Business

Would it be possible for a board member (Jonathan?) to go through the UVRF possessions at the farm house to take an inventory?

Liz will have some space in her barn to store stuff that has to move out of the barn.

We do not know exactly when we will have to move belongings out of the barn. Dan will see if he can get an answer, but again they might not know because of the construction schedule.

Jonathan looked through boat usage, and was able to consolidate club usage of boats by comparing with Liz's list of UVRF boats. We need to re-mark hull numbers, and have boats re-numbered and a list of boats with the sculling sign out sheets. There is a google doc with current boat inventory, serial numbers, etc. New boat numbers need to be sticky enough!!

Julia Griffin emailed to ask UVRF people to host U23 Australian rowers from June 10th to July 8th, Janet will send the request letter to the UVRF membership.

Dan reported that our Fluid quad might be ready in two weeks and will get delivered to us, possibly in the next month. John Paul will contact Paul for payment and delivery. Win and Deb have been offered input into the naming of the fluid quad, Paul has not yet heard back from them. If we have fluid paint the name on it needs to be to them within the next week. Paul will follow up on the name and get it to John Paul.

7.24pm meeting adjourned.

Next Meeting June 3, 2013