

Upper Valley Rowing Association
Board of Directors Meeting Minutes
April 7, 2014
Howe Library, Hanover, NH

Board Members Present:

Eric Brooks, Rowan Carroll, Kevin Cotter, Erika Dade, Jonathan Edwards, Paul Gross, Dan Haedrich, Terry Harwood, Annette Kennedy, Louise Moon, Carin Reynolds, Dan Ruml, Janet St Germain

Board Members Excused:

Christopher Bordeau, Sean Healey

1. Introductions

Brief introductions were made for new board members unable to attend our previous board meetings.

2. Review of March 3, 2014 Minutes

Motion to approve the minutes, seconded and approved unanimously.

3. Launch Inspections

All launches passed inspection, thanks to efforts of Paul Gross, Dan Haedrich, and others.

4. Dartmouth Contract

A meeting was held last Monday and another will be scheduled later this week with Dartmouth reps. Dana Metes is aware of UVRF proposed programs and schedule and doesn't think there will be a problem. We hope to have a contract by the time the season starts (hopefully club sculling on June 1st and National to Row Day on Saturday, May 31 or Sunday, June 1).

5. Review of Membership Fee Structure and Programs

Erika sent revised fee structure and policies to board members for review.

There was much discussion on the best way to charge for membership and programs.

The Masters' summer program is a week longer this year so the proposed fee is higher. The Masters fall program will be raised a little but it is lower than some previous years.

We will need to allocate coaches carefully in the summer.

Erika will send a revised fee schedule to board members based on our discussion.

6. Conflict of Interest Forms

Every board member needs to sign a Conflict of Interest form every year. This was completed at this meeting with all board members present. The forms will be filed with the secretary.

7. Defibrillator

Dan spoke to Duff. Dartmouth has a different brand from the US Rowing discounted defibrillator. It is better to have the same type as Dartmouth so that training, supervision, and use is consistent. The student EMT program can provide training for us and we can sign up on the website for a class.

The optimal location would be to cut through the wall of the Fuller maintenance bay and store in a ventilated box inside – it must be kept warm. On the outside a glass door would be accessible– it would be necessary to break the glass in order to get to the defibrillator. The College has not had a problem to date with anyone tampering with or stealing a defibrillator. Dan has a call-in to Dana to find out if we can put it there.

Ideally we can purchase the defibrillator through the college. We will pay for it and give it to Dartmouth; Dartmouth will maintain it.

8. Waivers

US rowing waivers can *only* be processed online. There is no way to process paper copies in the US Rowing system. Paper waivers need to be available at the boathouse and guests of our club should sign them. We can also request that guests to sign a waiver online if they have not already done so. The waivers will be in a box outside Fuller and should be collected regularly.

Carin will follow up to find out if guests are covered by our liability insurance and whether we should continue to require them to sign a US Rowing waiver.

9. Budget

Paul sent a budget draft but he will have to tweak it once programs are firmed up. Because the membership fee does not cover our overhead, he would like to see a 5% surplus but it is not guaranteed at this point. Expenses are pretty accurate. Paul separated out competitive sweep in summer and fall so that we can program accurately in the future.

Comparison to 2013 – not easy to compare; the expense line is lower and income is slightly less.

Erika will send out a letter to fundraise for the women's four and highlight the fact that the women helped the men in raising money for their eight.

Carin has done a great job raising funds for the Lebanon crew.

10. Lebanon crew

The Lebanon crew has had a fantastic year – 47 kids participated compared to 30 last year, including one student from Mascoma and one from White River Junction. There were two weeks of pre-season coaching on ergs and/or tanks. Many people have loaned ergs for the practices. Boys and girls have been coached together and they are having a great time. It is challenging to get the dock in. Hopefully this will be accomplished by the end of vacation week (next week). The first race is on the Saturday after they return from vacation.

Motion to adjourn at 7:25 pm, seconded, unanimously approved.

Respectfully submitted,
Louise Moon, Secretary