



Upper Valley Rowing Foundation Board of Directors Meeting

Monday, August 1, 2016, 5:45pm

King Arthur Flour, Norwich, VT

Minutes

Board Members Present: Peggy Sadler, Erika Dade, Elizabeth Jones, Maria Laskaris, John Tunncliffe, Dan Haedrich, Rowan Carroll, Beata Randall, Tim Rooney

Excused: Liz Harrison, Dartmouth Rowing, Terry Harwood, Carin Reynolds, Nat Pierson

Agenda

1. Approve minutes – Erika
 1. Amend July Minutes to -Julia not Julie – July 2016 Minutes approved and seconded unanimously.
2. Safety – Terry (reported by Erika)
 1. New dock has already proven to be a significant upgrade to ensure the safety of our coaches.
3. Launches – Dan
 1. New gear bags (labeled 1-5), paddles, and battery boxes are in place or have been ordered for each of the launches.
 2. What to do about short shaft on low transom launch before fall, to be determined.
 3. Mid-season change of oil and impellers – will be done prior to fall.
 4. All wiring for the lights in launches will be removed and replaced with battery powered lights – Dan will continue to test.
4. Sweep – Maria and Tim
 1. Unsure of second coach for fall, Stewart is still to be confirmed for fall season.
 2. Advertise on Row2k for fall coaches – two mornings/week.
 3. Margo and Joan may be available for fall season.
 4. Terry has suggested that there be separate MN's and Wm's coaches – after discussion the sense is that mixing of boats has been good for the program.
 5. Determine what support Chuck needs to continue to keep his focus on coaching.
 6. Encourage rowers who have received scholarships to reapply for fall programs.
 7. Ok to move ahead with Fall schedule without a second coach confirmed.
5. Adult Sculling – Peggy
 1. When is the last date for fall sculling?
 1. Dartmouth determines – September 11th?
 2. Team boat sculling has not been successful.
 3. Reconsider how we promote and advertise, it's been difficult to get people together.

4. Some glitches with program, but happy to continue on and document procedures. Peggy you have done a great job!!
6. Junior Sculling - Carin & Erika
 1. Ali Brooks has been a great help, Maria will check if Allie is available for fall season.
7. Ledyard parking – Rowan
 1. Dartmouth has a new parking monitor (Patrick O'Neil), 6am-5pm they are ticketing at the boathouse, parking passes have been requested from Dartmouth to cover the hours between 6am-9am, some UVRF members will have extended parking passes to cover for coaching, Sept – November 15th.
 2. Rowan is in discussion to secure 5 all day passes to be signed out in the sculling log for members coming during off hours.
8. Master's Nationals equipment allocation
 1. Tim is working with Chuck on lineups
 2. Spreadsheet has been set to allocate equipment
 3. Requests need to be submitted soon!
 4. Hotels are set for coaches and coxes
 5. Dinner Thursday night.
9. JL order - Elizabeth (some people are asking if their kit has come in)
 1. 2 orders have been placed
 2. 1st order hats were a big seller.
 3. Rowan has a full box of heather blue t's for sale, \$10/each.
10. Annual BBQ - Rowan & Carin
 1. 25 people signed up, one more reminder to go out, starts at 5:30pm, need a grill
 2. Dan has the condiments, plates etc. (?)
11. Website – Nat
 1. Rowan – Karen Sluzenski will check on WS for typos, duplicates etc.
 2. Nat is exploring other web platforms.
12. Beata
 1. What is our goal as a club in terms of growth?
 1. Much of the growth has come from Lebanon crew and sculling programs
 2. More people participating in programs.
 3. QuickBooks is reconciled to Mascoma bank statements through July 31, 2016 and our financial position is sound.. As the number of programs and number of people per program doubles, so does the work entailed for the treasurer. I believe the current work of the treasurer as captured within QuickBooks is untenable. While I pride myself on automated solutions (either literally or perfunctorily) with downloads from League Athletics and Sage Payment processing, and fancy legends and lookup tables, there is entirely too much manual work involved. The Sage payment processing system (the vendor who collects credit cards) does not have a way of identifying to which program the monies should be allocated and therefore each payment requires - at times a manual match - per program (there is a unique ID per person that can be tied - but nothing per program.) I would like to evaluate other programs post haste - or consider changing how we enter information to QuickBooks (don't capture by program).
 2. Dan used the Fordc Sayre program as an example of fast growth and the challenges it presented
 1. Part time Executive director?
 2. Longer term planning?
 3. Schedule a strategic planning meeting this fall.
 4. Invite membership for points of view

1. Canoe club renovation, new build, boat house renovation. Will need early heads up to plan for club.
 2. Update to annual contract to include parking.
14. Change bylaws to keep Erika and Rowan on board for another term!

Next meeting – Monday, September 5.

Meeting adjourned at 7:00pm.

Respectfully Submitted,

John Tunnicliffe

UVRF Secretary