



**Upper Valley Rowing Foundation,  
December 4, 2017  
King Arthur Flour, Norwich, 5:45pm  
Minutes**

**Present:** Erika, Rowan, John, Elizabeth, Terry, Michael, Maria, Dan R, Tim, Nat, Peggy

**Excused:** Michael, Elizabeth, Carin

- 1) Review and approve minutes of Nov 6, approved.
  - Need to post minutes for 2017 on website, John will post.
    - Naming convention for minutes will be updated and uploaded to UVRF website by the end of the month (John).
  - Where are minutes prior to 2010?
    - Erika will check with Carin, to see if they are in her possession.
  - Who knows the history of Dresden RC and when it became UVRF?
    - Club was started in 1997
    - Erika will check with Carin to see if she can download the 990's from Guidestarr to be posted on the website.
    - Beata will keep with treasurers files.
- 2) Review retreat outcomes and action items.
- 3) Succession planning (see term spreadsheet on Google Docs.)
  - Maria has agreed to fill the presidents role at the end of Erika's term (8 years), Rowan will continue as VP.
- 4) (Maria) In her work with Opera North, suggested that we engage with a accounting firm that works with non-profits (\$1500 fee) to perform a financial audit. Tyler, Simms and St. Sauveur CPA's.
  - i. Menu of what is available
  - ii. May/June to schedule the review.
  - Report out to broader club membership what is paid out in yearly in scholarships.
- 5) shed, solar, boat and oar racks
  - Boat and oar racks in process.
  - Utility trailer/shed still under review.
    - i. (Tim) will integrate into.
  - Solar
    - i. \$2000 spend for 100 watt system, would be enough to power/charge the cox boxes and some LED lights.
- 6) Identify working sub-group(s)
- 7) Treasurer update
  - Board allocation of operating reserves to virtual funds
  - Donation to Friends of Dartmouth Rowing (last year \$2,500)
  - Website missing 990's for 2015 and 2016, as well as 2005 and 2006

- Move to donate \$2500 to Friends of Dartmouth Rowing, approved and seconded.
- 8) Equipment repairs:
- The rear gunnel that supports the motor needs reinforcing on at least one launch.
  - Fight still leaking, some tracks need attention.
  - Launches (hauling in/out, motor service, safety gear, registration) - desperately need someone to take over from Dan Haedrich (after 5 years in this role)
  - Bow seat in Quest (swapped out because wheel fell off; seat in trailer hold)
  - Is Fast Eddy repairable and worth making an offer for? Has enough time expired since it was totaled on insurance? Is it E-M or E-L hull?
  - Fix Quest
  - (Dan) will compile a list for needed repairs and cost.
- 9) Annual meeting preparation
- Slate for board members
  - Awards
  - Book Recreation Center now. Arrange food at Jan Board meeting.
  - Planning for 2018 Member Forum topic – Feb 21 Kendal
  - Book the recreation center (John)
- 10) Other business

#### **Upcoming meeting schedule, KAF 5:45pm**

- Wed Jan 3 Board Mtg (skip New Years Day)
- Mon Feb 5 Board Mtg
- Wed Feb 7 Annual Meeting
- Wed Feb 21 Annual Member's Forum