Upper Valley Rowing Foundation
Board of Directors (Zoom) Meeting Minutes
January 3, 2022

Present: Liz Marshall, President; Dan Ruml, Treasurer; Margie Elsberg, Secretary; Peter Swanson, Roelof Versteeg, Martha Beatie, Beata Randall, Susan Brighton, Mickey Elsberg, Terry Harwood, Carin Reynolds, Marcie Jacobs, and Ben Bailey

Unable to attend: Elizabeth Glenshaw, Vice President

Call to order: Liz called the meeting to order at 5:45 pm.

New Board members: Liz welcomed new Board members Marcie Jacobs and Ben Bailey and gave "old" members an opportunity to introduce themselves to Marcie and Ben.

Approval of November minutes: ***Roelof moved, and Carin seconded a motion to approve the November 1 Board meeting minutes as amended. The motion passed unanimously.***

Approval of December minutes: ***Peter moved, and Mickey seconded a motion to approve the December 6 Board meeting minutes as submitted. The motion passed unanimously.***

Board meeting schedule: Liz said the Board will continue meeting on Zoom for the foreseeable future because of continued pandemic concerns. Meetings, everyone agreed, will continue to be held at 5:45 pm on the first Monday of each month. **The next meeting is February 7.**

Election of officers: Liz said all four officers have agreed to continue in office for the coming year: Liz as President, Elizabeth as Vice President, Dan as Treasurer, and Margie as Secretary. ***Carin moved to approve election of the officers; Mickey seconded the motion which passed unanimously.***

Conflict of Interest: Liz asked Board members to sign and send Conflict of Interest forms to her.

Committee List: Liz asked members of the Board to let her know what committees they want to join.

Committee Reports

Finance: Dan reported that he will close the books for 2021 during January and will work on the budget for the coming year. The Finance committee will research fees that other clubs pay their coaches and will make coach compensation recommendations to the Board. The Finance and Programming committees are figuring out what each program costs the club to run and will bring suggested participant fees to the Board.

Programming: Martha said her committee will consider Linda Muri's report and will make recommendations to the Board about how programs are organized. The committee also will discuss the 2021 season programs and coaching oversight to ensure that all program coaching will be excellent during the coming season. The committee also will work with the Finance Committee to

made sure that 2022 program fees are fair to participants and appropriate for the club's financial health.

Martha reported that the Virtual Erg sessions during November attracted about 27 participants. Ala will lead two eight-week off-season sessions. The first of those sessions started this morning.

Regatta Central Management System
Liz said she is working with Regatta Central so website links will work when participants sign up for programs. Erika will handle registrations, starting with the Virtual Erg program. Transferring data about our members from the old management system to Regatta Central should be manageable because many of our members are registered with Regatta Central.

New Website: Liz said Roelof is creating a new website that will have a new look, and which will be compatible with the Regatta Central management system. Roelof has looked at other club sites to help select features, and members of the website committee will soon start testing the links. Roelof told Carin to start updating the Leb Crew site with 2022 calendar and program content on the current League Athletics website. He will transfer Leb Crew's new content to the new website when it's ready.

CReW: Carin said CReW has five volunteer coaches who are currently running CReW's off-season erg sessions.

Leb Crew: Carin said she's been meeting with high school principals throughout the Upper Valley to tell them about Leb Crew. She's working with coaches as she organizes the 2022 season and is renting space so Leb Crew participants will be able to start the season with erg sessions.

Safety: Terry expressed concern about entering another rowing season during the COVID pandemic. Last year, he said, UVRF required vaccinations for participants in the competitive sweep programs but not for those who rowed quads. Though that worked "quite well," Terry said, he is now proposing that vaccination should be required of all UVRF members, and that members should get a booster shot if their initial vaccinations are more than six months old.

Kendal Park pandemic policy: Terry noted that we have no control over people who spend time at Kendal, which is a Town of Hanover park and a public entry point to the Connecticut River.

Proof of Vaccination: Terry proposed that members be required to submit photos of their vaccination cards to UVRF, which is the same requirement as last year. After discussion, it was agreed that the club will not retain copies of the cards, but rather will simply check off each member as having been vaccinated. Martha said coaches, dock monitors and participants in Learn-to-Row programs must be vaccinated.

The Board agreed, without objection, to continue the requirement that members, dock monitors, coaches, and Learn-to-Row participants must be vaccinated and boosted, and that each person must submit a photo of their vaccination card. The proposal was accepted unanimously.

Long-Range Planning: Roelof said the committee reviewed past efforts to secure or build a boathouse, but at this point the committee supports the idea of building a structure at Kendal Park, which is owned by Kendal at Hanover and leased by the Town of Hanover. On Wednesday, Roelof,

Liz, Carin, and Bartlett Leiber will meet with Beth Vettori, the executive director of Kendal at Hanover. Carin said Town of Hanover officials support the idea of building a boat/equipment shelter (no water or sewer) for UVRF and community use in the park.

Old Business

Special Board Meeting/Retreat: After a brief discussion led by Liz about the club's growth in membership and programming, the Board agreed to schedule a Board Retreat in late January:

Topic: The need for professional support to relieve the burden on UVRF's board members and other volunteers. A new hire would be either a Director of Rowing or an Administrative Assistant.

Meeting: Two hours on Zoom – Monday, January 24 at 5:45 pm

Marcie recommended that the Long-Range Planning Committee should consider holding a Membership Forum about the impact of the club's growth and our long-term boathouse needs.

Adjournment: Liz adjourned the meeting at 7:02 pm.

Respectfully submitted,
Margie Elsberg, Secretary

Attachment: Profit & Loss Statement – January 1, 2021 to December 3, 2021

Upper Valley Rowing Foundation
Profit and Loss
January 1 - December 3, 2021

	Total incl Leb	Leb	Total w/o Leb
Income			
30100 Membership	16,550.00		16,550.00
30300 Equipment Use	23,840.82		23,840.82
30400 Registration	88,478.13	11,900.00	76,578.13
30500 Interest	255.95		255.95
Total Income	**$ 129,124.90**	**$ 11,900.00**	**$ 117,224.90**
Expenses			
40100 Events	692.48	298.45	394.03
40200 Insurance	10,359.36		10,359.36
40400 Property Tax	1,059.04		1,059.04
40600 Fees	15,033.48	677.31	14,356.17
40700 Launch Fuel	293.51	293.51	0.00
40800 Site Costs	5,000.00		5,000.00
40900 Payroll Expenses	8,989.00	1,094.93	7,894.07
41000 Equipment Maintenance	1,614.48	296.99	1,317.49
41100 Equipment Repair	4,211.96	480.00	3,731.96
41300 Coaching	32,932.08	11,663.26	21,268.82
41400 Assistant Coach	3,172.52	325.30	2,847.22
41410 Dock Monitor	3,108.53		3,108.53
41500 Race Expenses	(372.22)	(150.00)	(222.22)
41600 Facilities Rental	935.00	860.00	75.00
41700 Team Gear	2,039.40	1,560.90	478.50
Total Expenses	**$ 89,068.62**	**$ 17,400.65**	**$ 71,667.97**
Net Operating Income	**$ 40,056.28**	**$ (5,500.65)**	**$ 45,556.93**
30200 Donations			
30201 Unrestricted	6,031.25		6,031.25
30202 Scholarship	1,120.00		1,120.00
30203 Jasmine Rogers	5,200.00	5,200.00	0.00
30204 Leb Crew	76,000.00	76,000.00	0.00
30205 Equipment	350.00		350.00
30207 CReW	1,350.00		1,350.00
30208 Director of Rowing	1,500.00		1,500.00
30211 Repair and Maintenance	1,000.00		1,000.00
Total 30200 Donations	**$ 92,551.25**	**$ 81,200.00**	**$ 11,351.25**
41800 Reserve Withdrawals			
41804 Leb Crew Reserve Withdrawal	83,581.12	83,581.12	0.00
41805 Equipment Reserve Withdrawal	10,990.21		10,990.21
41808 DOR Reserve Withdrawal	20,599.41		20,599.41
Total 41800 Reserve Withdrawals	**$ 115,170.74**	**$ 83,581.12**	**$ 31,589.62**
Reserve Activity	**$ (22,619.49)**	**$ (2,381.12)**	**$ (20,238.37)**
Net Income	**$ 17,436.79**	**$ (7,881.77)**	**$ 25,318.56**