Board of Directors Meeting (virtual)
Monday, January 9, 2023
Meeting Minutes

Present: Ben Bailey, Martha Beattie, Susan Brighton, Doug Calvey, Margie Elsberg, Mickey Elsberg, Elizabeth Glenshaw, Kathy Harvard, Marcie Jacobs, Liz Marshall, Joe Paduda, Dan Ruml, Heather Shand, Peter Swanson, Roelof Versteeg.

Guest: Rowan Carroll

Liz called the meeting to order at 5:47p.m.

NOMINATIONS

Susan presented the following slate of officers for 2023 on behalf of the nominations committee:

President: Dan Rumi, President
VP: Margie Elsberg
Treasurer: Ben Bailey
Secretary: Marcie Jacobs

We're fortunate that Liz has agreed to continue to be engaged as past-president.

Susan motioned to e accept this slate of officers; Joe seconded; slate was unanimously approved.

The meeting was handed over to the newly elected President, Dan.

PRESIDENT'S UPDATE

Monthly board meetings will be held on the first Monday of the month at 5:45 p.m. Interest in returning to in-person meetings was gaged; it was agreed that we will meet in person at the Coldwell Banker office on Wheelock Street in Hanover (thanks to Rowan for making this possible!).

Board members were asked to review and sign the Conflict of Interest policy. Please email signed documents to Marcie.

Dan welcomed Kathy and Heather to the board; a show of enthusiastic support ensued.

Martha motioned to approve the minutes of December 5. Mickey seconded. All approved.

Dan asked that board members review the UVRF Annual Tasks and Responsibilities 2023 and add your name to where you can help. He reported that there are 15 committees and 21 individuals involved in the work of the committees, of whom 12 are directors.

FUNDRAISING

Marcie reported preliminary numbers for fundraising initiatives in the last quarter of 2022, noting this reflects most gifts: 132 gifts were received, totaling ~$52k. Of that, 98 gifts totaling ~$36k counted toward the Chuck20 challenge. Final numbers, including numbers for all of 2022, will be reported at a future meeting.

Special thanks Dawn Carey and Laura Gillespie for reaching out to former rowers, and for their fantastic presentation honoring Chuck at the annual meeting. Thanks, too, to Ben and Elizabeth G. for a final push in the final weeks of December, and to the Board for their support. In addition to the incredible volunteer contributions of board members, 87.5% donated to the club in 2022.

Donors to the Chuck initiative were told that they would be recognized in a Report of Gifts at the end of the drive; we hope to expand this to include all charitable gifts to the club. The development committee is seeking volunteers; Margie indicated she would join the effort.

HR

Margie as VP will oversee HR related issues, to include tracking paid employees and certifications; partnering with people to clarify responsibilities; and importantly, serving as a sounding board for all.

Liz reported that Mark Perry has told her he's interviewing for other jobs, meaning the admin position is up in the air (again).

FINANCE

Ben reported there will be a change in the rhythm of when financial reports are reviewed to allow for more complete reporting and thoughtful review (it's challenging to provide end-of-month #s by the first Monday of the month).

Moving forward, financial statements will be reviewed first by the Finance committee after monthly #s are in, then shared with the board mid-month, and then discussed at the next board meeting. For example, December accounts will be reviewed by the Finance committee in early January, they will be shared with the board in mid-January, and then be addressed at the February meeting.

Signatories to bank accounts will be updated for 2023: Ben, Paul Gross (who does payroll), Liz (as President) and Elizabeth G (as VP) are current signatories; these will be updated to include Ben, Paul, Dan and Margie (Liz and Elizabeth G. dropping off).

MEMBERSHIP

The question "what should dues be for 2023?" was raised by Dan. He, Margie, Liz and Ben have discussed and recommend staying at $150, same as last year. Membership rate is set to cover overhead expenses; this was accomplished in 2022.

Motion was made to keep 2023 membership rates the same as 2022 (Doug); seconded (Joe); all in favor.

PROGRAMS

Martha reported the Holiday VEW program was successful and had 15 people enrolled. Merritt Denham, Assistant Coach for Dartmouth's women's rowing, is the coach for January and February, 10 people are enrolled (14 is the breakeven number). Program finances will be reviewed with finance committee before setting fees for 2023.

VEWs are also available to CReW participants free of charge. March and April will be offered as one month sessions to accommodate those traveling.

CReW

Susan reported there are currently 40+ participants in CReW, including people from Albany, the Canadian border, and elsewhere beyond the UV. A 3 day/week zoom erg class is underway; a couple of CREWbies participate in club VEWs as well.

Membership is free for CReWbies as CReW coaches are volunteers and ergs are donated. Expenses for gas, boat usage, and overhead are incurred though minimal.

A discussion of membership categories and charges followed, and interest was expressed in better understanding club expenses – specifically how money comes in and where it goes – as a way to better understand choices and trade-offs, and to facilitate sound decision making as a board.

It was noted that CReW raises significant money for the club, The Prouty, and The Walk to End Alzheimers. Further, funds raised by CReW in 2022 were used to purchase three new rec singles [see attached emails from Carin Reynolds (1/10/23) and Ben Bailey (1/9/23) for details].

LONG RANGE PLANNING

Roelof reported that the LRP committee met in December to begin a draft document in response to the request for such a document from the Kendall planning group. The doc will be shared with the board for review and input. Dan Haedrich is working on a draft design.

Key questions that have surfaced include:

- How big of a footprint do we want to propose?
- Where would/should it sit?

Goals include:

- To serve as the primary storage site for club boats, and
- to get Kendall to agree to let UVRF use the land for the long term (30-40 years).

It is intended to be used for shelter and storage during rowing season (not year round).

SAFETY

Mickey reported that Carin Reynolds sent the safety committee's report earlier today. The committee includes Mickey and Joe at present; they are looking for new members. The role of the committee is to set policies and rules; in other words, their role is to define these things,

not monitor and enforce. Requirements for swim tests were reviewed by the committee recently, and they should now be administered by someone else.

FACILITIES

Doug reported that the Kendall boat rack project is in progress. The size and design are being finalized and then they will seek quotes, confirm the number of racks needed, and bring it back to board for review. An excavator will be needed. Dan will make a drawing of the plan to be shared with the town.

BOARD RETREAT

Dan invited topics for the agenda; suggestions included long range planning and committee structure/board roles among others.

Board members will be surveyed about their availability for various time slots for the retreat. It will be held in person.

NEW BUSINESS

Dan announced that Rowan will help with board and club matters, to include monitoring and responding to club email, checking the PO box, taking meeting minutes, and helping with swim tests. (Woo hoo!!! *Thank you*, Rowan!!)

Motion to adjourn the meeting, Martha; Margie seconded. All approved.

ATTACHMENTS

- Conflict of Interest policy
- CReW email 1/10/23 Carin Reynolds
- Membership numbers 1/9/23 Ben Bailey

(Meeting minutes by MCJ)

On Jan 10, 2023, at 11:01 AM, Carin Reynolds <carin.reynolds@gmail.com> wrote:

Hello Board:

Regarding the CReW program, money that is raised for this program is set aside in the CReW Reserve Fund, similar to the other reserve funds established by the board over the years. The money in the CReW reserve that we have raised for this program, a total of $36,860 since 2021, has been spent in 3 areas:

1. Purchasing 21 ergs, all of which are currently lent out to CReW members participating in the program;
2. Tee shirts for program participants
3. The purchase at the end of this past fall of the two new Maas Aeros and one new Maas 24 for the club (a total of $19,280).

All of this is tracked by the UVRF treasurer/bookeeper in the "UVRF Reserve Account Tracking" spreadsheet. The relevant workbook from that spreadsheet is copied below at the bottom of this email.

At this point, the CReW reserve is basically at zero and fundraising is ongoing to purchase more ergs, since we have lent all of them out.

We have had a flood of new participants register in the past 6 weeks (3 men; 5 women). They hear about us in several ways: word of mouth from current participants and folks working at the Cancer Center who know about our program, a brochure at the Cancer Center titled Exercise and Cancer, which includes information about the CReW program, and a snazzy business card designed and donated by a CReW participant, which is also available at the cancer center.

The total number of CReWbies is now 41. The program is only able to accommodate that number right now because in addition to the 21 ergs the CReW program purchased, we had 2 ergs donated (thank you Erika Dade and Tim Denny!), we are using some Leb Crew ergs, and many participants have gone on to buy their own ergs and return the borrowed ones.

If you have any questions, comments or suggestions, I'd love to hear from you!
Carin
(603) 276-9250

Here is the detail from the spreadsheet mentioned above.

last entry:	11/29/2022	balance:	$19,509.00		
Date	**Additions**	**Expenses**	**Balance**		**Description**
1/21/2020	$20,000.00		$20,000.00		Donation by Jack and Dorothy Byrne Foundation
3/2/2020		($2,380.00)	$17,620.00		3 C2 ergs

3/2/2020		($2,385.00)	$15,235.00		3 C2 ergs
4/14/2020		($3,825.00)	$11,410.00		5 C2 ergs
8/26/2020		($317.50)	$11,092.50		Big Green T's
12/9/2020		($3,825.00)	$7,267.50		Refurbished C2 ergs
12/31/2020	$50.00		$7,317.50		Brian Kunz
1/17/2021	500		$7,817.50		Kate Devine
2/22/2021	25		$7,842.50		And Morse
4/25/2021	25		$7,867.50		And Morse
5/18/2021	600		$8,467.50		Norwich Lions Club
6/14/2021	25		$8,492.50		And Morse
7/19/2021	50		$8,542.50		Rhea Wilson
7/21/2021	50		$8,592.50		Amy Visser-Lynch
8/21/2021	25		$8,617.50		And Morse
9/24/2021	25		$8,642.50		And Morse
10/24/2021	25		$8,667.50		And Morse
11/24/2021	25		$8,692.50		And Morse
12/29/2021	100		$8,792.50		Crystal Smart
	$21,525.00				

2/2/2022		($3,825.00)	$4,967.50		5 ergs
	25.00		$4,992.50		And Morse
2/28/22	25.00		$5,017.50		And Morse
4/25/22	500.00		$5,517.50		Norwich Lions Club
07/10/22		(793.50)	$4,724.00		T-Shirts
11/29/22	14,785.00		$19,509.00		Donations Update per BB
8/18/22		(9,868.50)	$9,640.50		Deposit: 2 x MAAS Aera, 1 x MAAS 24
11/16/22		(9,868.50)	($228.00)		Final: 2 x MAAS Aera, 1 x MAAS 24
	$15,335.00	($24,355.50)			

From: Benjamin M Bailey <ben.bailey@mac.com>
Date: Monday, January 9, 2023 at 6:46 PM
To: Liz Marshall <liz.m.marshall@gmail.com>, Susan Brighton <secbrighton@gmail.com>, Joe Paduda <jpaduda@healthstrategyassoc.com>, Marcie <marciejacobs@outlook.com>, Roelof Versteeg <roelof.versteeg@gmail.com>, Doug Calvey <dougcalvey@gmail.com>, Elizabeth Glenshaw <eglenshaw@gmail.com>, Upper Valley Rowing Uvrf <uppervalleyrc@gmail.com>, Mickey Elsberg <sme6@cornell.edu>, Peter Swanson <cpswanson@comcast.net>, Dan Ruml

<danruml@gmail.com>, Margie Elsberg <maelsberg@aol.com>, martha beattie <mbeattie76@gmail.com>, Heather Shand <hshand@gmail.com>, kathy harvard <K.w.harvard@gmail.com>, "Nancy L. LaRocque" <Nancy.L.LaRocque@dartmouth.edu>, Tiara Girl <tiaragirl00@gmail.com>
Subject: Re: Agenda and Minutes

Please find attached a summary of the 2022 membership breakdown from Regatta Central.

The columaa are as follows:

- First column shows membership type
- Second column is the number of memberships
- Third column is total revenue
- Final column is the price paid for each type of membership.

		Cost	
Row Labels	**Sum of Qty**	**Sum of Price**	**Membership**
1) CReW: Cancer Recovery Through Rowing	31	-	
2) Adult Membership: Annual	154	23,100.0	$ 150.00
3) Junior Membership: Spring	21	525.0	$ 25.00
4) Junior Membership: Annual	42	2,100.0	$ 50.00
Coach Membership	16	-	
Dartmouth House Crew	20	-	
Hydrow 30-Day Membership	6	300.0	$ 50.00
Junior Membership: Fall	29	725.0	$ 25.00
Volunteer Membership	2	-	
Grand Total	**321**	**26,750.0**	

Regards

Ben