Board of Directors Meeting
Monday, November 4th, 2024
Coldwell Banker Lifestyles, 8 West Wheelock St, Hanover NH
Meeting Minutes

Present: Peter Swanson, Marcie Jacobs, Tom Griggs, Dylan Mroszczyk-McDonald, Martha Beattie, Kathy Harvard, Dan Ruml, Elizabeth Glenshaw

By Zoom: Doug Calvey, Debbie Hannam, Susan Brighton

Regrets: Roelof Versteeg,

Guest In Person: Rowan Carroll (minutes), Jeff Damren
Guest By Zoom: Ala Piotrowski

Marcie called the meeting to order 5.45pm

Martha - moved to approve October minutes as amended
Tom - seconded approving October minutes as amended
Unanimously approved

December 2nd Meeting: (Marcie)

Primary business at December meeting is to approve the 2025 budget, to approve the list of Board nominees and to arrange the annual meeting.

Should we cancel the December 2nd meeting and have a meeting after the Annual meeting on December 8th to include the incoming and outgoing Board members so that the new Board get to weigh in on the budget and there is a more formal transition to the new board with a little more clear on-boarding? We could have an additional meeting later in December, or have a joint January meeting and then an additional January meeting for the new Board.

Susan will send out a doodle poll to see if we have a Quorum to have a meeting on Dec 15, 16 or 17th with new and departing board members. If we have enough people able to attend the meeting it will go ahead.

Recommendation for the new board to add a second January board meeting on January 13th in addition to the January 6th.

December 2nd meeting is canceled.

Annual Meeting: (Marcie)
Sunday December 8th, 6pm - Black Center, Hanover

Marcie will send out a slide deck presentation for everyone to complete their sections for the annual meeting.

We can access the room at 5.30pm, all board members will need to arrive at 5.30pm to set up the room.

Dmitriy Kim will set up a slideshow to run in the background of the meeting. Kathy will send out a solicitation to all members to send any photos they have to Dmitriy to add to the slideshow.

Susan will send out emails to the listserv to give details on the meeting.

Club Leadership: (Marcie)

Nominating Committee:
The Board can have a maximum of 18 members. The nominating committee has reached out to potential new board members, some have said yes, some no, some maybe next year. We have a slate of names of possible new Board members that will be presented to the Board at the executive session. We can elect a maximum of 10 new Board members.

Awards for the Annual Meeting:

Liz Marshal is going to solicit the 2024 Starzinger Awardee from past award winners. Please send any award suggestions to Susan. The awards can be the same as in previous years, or a new award can be created.

Paid Position:
Marcie has been talking to current club leaders and members to gauge interest in taking on a leadership role (volunteer or potentially paid), with an eye to ensuring the continued success of the programming cmtt in particular, as well as the club as a whole. To date people have been reluctant to take on a lead role given other interests and commitments.
Since then, one of these people came back to Marcie and indicated a possible interest in a paid position.
Do we think that we should create a paid position?
There are a lot of volunteer hours that are put into administrative work, if we can afford to have a paid administrative position it might make running of the club smoother.
We would need to create a job description for the role we think needs to be filled. There is a job description for a Director of Rowing on the shared drive from 2021 that could be used as a starting point and updated for what the Board thinks that the club needs now.
There is also an administrative job description from 2023, it seems like the role we need at the moment is more administrative.
Elizabeth priced out a role for a half time administrative assistant position, the rough cost would be between $35,000 and $50,000.

COMMITTEE UPDATES:

Programs: Martha

Programming committee is putting together questionnaires for coaches and program participants.
Dartmouth has said yes to UVRF running winter tanks from January - details yet to be finalized
Ala is coaching virtual erg workouts from January - details yet to be finalized

Facilities and Equipment: (Peter, Dan, Doug)
Club equipment is all away for the season
Fuller dock is out
Private singles are moving to winter storage on November 9th

Finance: (Elizabeth)
The payment for Kendal is a donation to the Town of Hanover, they do not bill us, we make a donation to the town. Elizabeth is going to check in with Carin regarding the donation and confirm that $5500 is still the amount to pay.

Do we need to see the budget projections for 2025 (one with a paid admin role and one without) before we agree upon a membership fee for 2025? We might want to consider a small increase in membership each year rather than a large increase after a few years with no increase. Should we increase membership to $210 or keep it at $200?
The detailed budget presentation would usually be at the December 2nd meeting. With (potentially) no December meeting the budget conversation will be delayed until the next meeting.
Fees to decide:
Equipment use fee
Rack rental
Membership fee
Program fees

The goal is to open membership in February, but if tanks open sooner we will need to open membership as soon as tanks start as participants will need to be UVRF members. This means we will need to have membership fee structure in place before tanks start.

Motion from Doug to increase adult membership from $200 to $210 and to keep junior membership as it was in 2024. After discussion motion was withdrawn.

Motion from Dylan for adult membership fee to be $200 until February 1, when there is a possibility for them to go up depending upon the 2025 budget. Seconded by Kathy. Unanimously approved.

Fundraising: (Debbie)
What type of fundraising appeal do the board want for the end of year fundraising appeal?
Equipment reserve fund is low, adult scholarship fund is low, repair fund, junior fund.
What do we think the areas of need are?
Please email Debbie with your opinions on what the fundraising ask should be.

Motion by Debbie - annual appeal to invite gifts for adult scholarship, the board is supporting this as our priority fundraising goal. Donor may also select unrestricted, or any other option. Seconded by Martha. Unanimously approved.

Ala Piotrowski left zoom call.
Rowan Carroll and Jeff Damren left meeting.

EXECUTIVE SESSION: (Board Only)

Motion to adjourn -
Seconded -
Meeting Adjourned 8pm