

Board of Directors Meeting
Monday, April 7th, 2025
Coldwell Banker Lifestyles, 8 West Wheelock St, Hanover NH
Meeting Minutes

Present: Peter Swanson, Tom Griggs, Jeff Damren, Guy Collins, John Tunnicliffe, Andre Sole, Kathy Harvard, Doug Calvey, Roelof Versteeg

Absent: Erika Dade

By Zoom: Kristin Burdick, Dylan Mroszczyk-McDonald, Debra Fine, Elizabeth Glenshaw, Fern Munroe, Dan Ruml

Guest In Person: Rowan Carroll (minutes)

Guest By Zoom: Linda Muri

Tunni called the meeting to order 5.49pm

Doug - moved to approve March minutes as amended

Andre - seconded approving March minutes as amended

Unanimously approved

Board Chair report on Exec Comm activities: (Tunni)

Erika, Chuck and Tunni have been meeting weekly to oversee Chuck as he transitions into the Executive Director role. Chuck has been keeping detailed notes of his daily duties and currently he is working about 20 hours a week on admin and setting up the club for the upcoming season.

EC is finalizing the metrics of tracking the Executive Director role, this will be an ongoing discussion through the year until the final review at the end of 2025. Ideally we will be transitioning a lot of his work to become more automated, linking SafeSport, Regatta

Central, our internal bookkeeping, etc. Automating functions and tracking would save time for both the Executive Director and the Bookkeeper, currently and in the future.

Safety Updates: (Linda)

USRowing is looking to change their swim test requirement, but this will not affect UVRF.

Safety Committee is recommending clinic participants sign up for a 60 day USRowing \$10 membership that allows them to take a SafeSport course at no cost. There is a 30 minute adult competitor course that participants can take. The 60 day USRowing membership also covers the participant for liability insurance that the club has through USRowing.

There is a 15 minute adult volunteer SafeSport course would be appropriate for parents and volunteers, but they will need a USRowing membership. There is not a USRowing volunteer membership at this time, but UVRF could offer a volunteer membership. If we provided a volunteer membership the volunteers would be covered by the UVRF insurance. We need to look into this coverage and if giving volunteer memberships would be better regarding liability.

Swim Tests - the safety committee recommends that all participants do the UVRF swim test prior to the program. If the participant does not do a swim test they will need to wear a Type 2 life vest (the large orange life vest).

USRowing is recommending that everyone in the club should complete a SafeSport training. Our current recommendation is that everyone who is in contact with minor athletes should take SafeSport training.

Tunni - Motion to require all club members take annual SafeSport training as offered by USRowing

Jeff - seconded motion

Unanimously approved

Coaching safety meeting held last Sunday. Lots of good discussion. One of the things that came up was everyone knowing the safe spot to get off the river in case of an emergency, and knowing the address.

Programming: (Tunni)

Junior program started on the water last week.

Masters programs are starting in May.

Committee Restructuring: (Kathy)

Should we have a personnel committee? Currently coaches report to the Executive Director. If we had a personnel committee it could help the Executive Director with any personnel issues. A personnel committee would also do the annual review of the ED.

Each committee is working towards deciding priorities for their committees. The goal is for each committee to meet and work out objectives and how to achieve these objectives for both this year and in the future. What steps does each committee need to make to achieve this?

Each committee chair will give a report at the May Board meeting.

ED Report: (Tunni for Chuck)

Website - almost fully updated for 2025, just waiting on final committees and committee members to be posted

Coaching needs are 80% filled. Chuck will jump in if needed.

The Middle School program is fully subscribed with a wait list. What are the numbers of the waitlist? Is there a way to get the children off the waitlist and in a boat?

The Learn To Row needs to finalize a date in June.

Equipment Use Reservation Sign Up Sheet completed.

ED is currently working about 20 hours a week.

Other business:

What is our plan for fundraising this year? Andre is the chair for the fundraising committee, he is looking into what previous fundraising UVRF has done, how successful it has been, and whether we can generate institutional fundraising. Could we get sponsorship from any local companies? We need to know where we would spend the money, it is easier to fundraise if you have specific goals.

Continue the discussion of UVRF finding a permanent home. This committee for finding a permanent home is currently housed under the facilities committee. Should be two facilities committees? One as a current facilities committee, taking on the day to day running of our current home, and the second as a future home committee.

Equipment committee has been talking about getting the Resilient refurbished. We need the Board to approve this work as the estimate from Vespoli is over \$2000. The work would be completed next Fall and is expected to cost around \$5000. Dan and Chuck are both in agreement that this is a good idea and the price seems good.

Erika - Motion to send the Resilient to Vespoli for repairs in the Fall

Guy - seconded

Unanimously approved

Motion to adjourn - Roelof

Seconded - Doug

Meeting Adjourned 6.58pm