

Board of Directors Meeting
Monday April 6th, 2026
Coldwell Banker Lifestyles, 8 West Wheelock St, Hanover NH
Meeting Minutes - amended May 4th, 2026

Present: Peter Swanson, Jeff Damren, Guy Collins, Kathy Harvard, Tim Williams, Kristin Burdick, Roelof Versteeg, Tom Griggs, Tom Puleo, Erika Dade (6.45pm)

Absent: Kelly Shrike, Fern Munroe, Doug Calvey, Erika Dade (arrived 6.45pm), Chuck Nagel, Elizabeth Glenshaw

By Zoom: John Tunnicliffe, Alan Kush, Dylan Mroszczyk-McDonald

Guest In Person: Rowan Carroll (minutes)

Guest By Zoom: Linda Muri

Tunni called the meeting to order 5.47pm

Guy - moved to approve March minutes

Jeff - seconded approving March minutes

Unanimously approved

Housekeeping - Tunni

Board members please check your compliance and make sure it is up to date.

Executive Director Report - Tunni

UVRF is currently updating the visiting guest rower and private coaching policies, the executive committee is working on these.

Guest coaches are currently those who coach 10 or fewer times for UVRF, Linda proposed that this is reduced to five or six times. The coaching policy requires that UVRF coaches have a minimum of USRowing level 1 coaching certification, and will reimburse coaches who pass

level 1 and level 2. Would visiting coaches who do not have level 1 or level 2 certification be able to coach with permission from the Executive Director? Do we need level 1 for liability and insurance?

These suggestions are being worked on with the Executive Committee and a proposal will be made within the next two weeks.

Safety:

Chuck will put out a notice on the website for Cold Water Policies this week.

Executive Committee:

Executive Committee discussion this month was regarding the ED salary. Currently the majority of the ED salary comes out of administrative costs. Should the ED salary be allocated across equipment, racks, programs, membership, etc.? Ideally in the long term the ED salary will come from 65% membership, 15% adult programs 15% junior programs and 5% equipment fund.

In 2025 a portion of the ED salary came from junior reserves. When the ED coaches that payment comes from program income. If someone is donating money to a restricted fund (CReW or UVRF Juniors) the money might be allocated to ED salary, we need to ensure that these designated funds are used with the donor permission. We need to be clear with donors that a portion of their donation may be allocated to ED expense.

Payroll - Paul Gross will continue to input employee hours into OnePay payroll, and will teach Chuck the process he uses.

Kendal Waterfront Park

The current agreement between Kendal and Town of Hanover has another ten years, with Kendal being able to cancel at any point with 12 months notice. Rob Houseman, Hanover town manager, is putting together recommendations for a long term plan for the waterfront. Erika reiterated to him that UVRF would like to be included in discussions and to work with the town on any future plans. The agreement for UVRF to use KRP is between UVRF and the Town of Hanover.

Scholarships

Junior scholarships are up 10%, we have had one request for an adult scholarship request this year.

Development Committee - Tom P

Little Green Light is new donor management software we purchased for \$486/year that integrates the info we will use to track donations, generate reports, send appeals and automatically send thank you notes.

On the website we have a 2025 appeal letter, we need to draft a 2026 appeal letter. We need to work out our focus for 2026 for urgent fundraising needs. We will add more info into LGL including contacts, fundraising goals, cold calling to local businesses, contacting previous donors, etc. Can we add a repeat (recurring) donation option on our website? Perhaps with a bonus if they sign up for repeated donations - a free coaching session, a discount at a local business...

We need a place on the website that displays where any donated money goes.

Should we have a mascot? Raptors, eagles, dragon flies, monarch butterflies, striders, herons.

Merchandise - can we sell merchandise on site at all times? Can we sell it at a higher price but have a discount for merchandise for students? Tom will look into Boathouse doing one off ordering.

Grants - there are many grants available, can we apply for some? Ben & Jerry's, NK Sports, USRowing, Women in Sport. There is a NH Grant Watch subscription that lists available grants with a \$250 annual subscription. Tom is following up with these. REVO casino has grants, should we apply for one of their grants?

We have an opportunity to promote the 30th (ish) anniversary - we need to work out what date we think the club started. Check with Mascoma Bank when we first opened the bank account. Check when Chuck remembers the first Dresden Rowing Club program. Check with anyone else who might have historic information on the start of the club. Can we write a promotional piece for print/radio?

Can we advertise the club in a positive light to promote the health benefits of rowing?
Generate more members, by promoting the health benefits?

Other Business - Tunni

Juniors started at Wilson's Landing, they will move to KRP when the dock is installed.
Kendal dock is being installed early next week.

What Listserv's can anyone post to? Please let Chuck know - UVRF can post to Norwich and Hanover, Tunni can post to UpperValley, Doug and Donna can post to Woodstock, Tim can post to Lyme and Lebanon, Tom G can post to Thetford, Dylan can post to Hartford.

UVRF agreed to purchase an engine from FoHC 2 years ago - we need to pay them \$1500 for the engine, Tom P will get an invoice for the engine from Peter . Fred wants to re-negotiate the winter rent (currently \$2,500).

Motion to adjourn
Jeff - made motion
Kristen - seconded motion

Meeting Adjourned 7.10pm