Board of Directors Meeting
Monday January 5th, 2026
Coldwell Banker Lifestyles, 8 West Wheelock St, Hanover NH
Meeting Minutes

Present: Peter Swanson, Tom Griggs, Jeff Damren, Doug Calvey, Erika Dade, Guy Collins, Kathy Harvard, Roelof Versteeg, Tim Williams, Dylan Mroszczyk-McDonald

Absent: John Tunnicliffe, Tom Puleo, Andre Sole

By Zoom: Elizabeth Glenshaw, Kelly Shrike, Fern Munroe, Kristin Burdick

Guest In Person: Rowan Carroll (minutes), Chuck Nagle

Erika called the meeting to order 5.50pm

Jeff - moved to approve December minutes as amended
Doug - seconded approving December minutes as amended
Unanimously approved

Housekeeping - Erika

Secretary nominated Rowan Carroll to take minutes, universally approved by Board.

Erika welcomed new Board members.

Compliance - before February Board meeting all Board members need to join UVRF, complete COI form, review UVRF Safe Sport, complete USRowing Safe Sport training, update USRowing membership, sign USRowing waiver, complete NCSI Background Check through USRowing. All items need to be completed through USRowing so that they all connect to your USRowing account and are easier to monitor.

Dartmouth Rep - Erika is going to ask Martha if she would like to be our UVRF Dartmouth representative, or if there is a coach who would like to be the rep. This is a non-voting position. Martha is discussing with the Dartmouth coaches about the continuing use of Fuller, she will follow up with Chuck. If Dartmouth agrees with our continued use of Fuller Chuck will negotiate contract with Dartmouth.

Please let Elizabeth know how many hours you have spent per week on UVRF Board business in 2025 for Year End tax reporting.

Executive Committee Report - Erika

The UVRF owned parcel of land in Norwich has been sold. We netted $38,630.42 which will go into the capital reserve fund. Now that the land has sold the confidentiality agreement with the buyers has been lifted. Erika will send an email to the membership sharing this information.

Erika has been in communication with Rob Houseman at the Town of Hanover regarding Kendal Riverfront Park regarding our rental of the property. He is in negotiations with Kendal about the continued use of KRP. Erika will follow up with him after the next Kendal Board meeting.

Executive Director Report - Chuck

Chuck presented spreadsheets showing fee comparisons for each program, membership costs and rack fees over the last four years. We have not increased prices since 2022.

Overall we have made a loss of $748 this year, this included the new Executive Director salary which will need to be fully funded as an operating cost in the future. Should we incrementally increase the cost of the programs/memberships/racks to cover this loss and the ongoing costs of running the club? We do offer (confidential) scholarships for members for whom this increase would be a limiting factor to joining the club.

We are considering raising the coaching compensation with a tiered payment system for experience and time coaching with UVRF. This will add additional cost to the budget.

Is there an opportunity to offer programs/clinics/team building to local companies or Tuck/Thayer as a way to increase our income? Roelof will do some research and get back to the Board.

Could we add a request on the website for members to pay a slightly higher membership to cover more of the operating costs if they would like to, similar to the annual ski pass at Oak Hill where you can buy a regular pass, or buy a pass with an additional donation towards operating costs and sustaining the center. Could we do something similar? Erika will look into this before we open the membership for 2026.

The proposed budget will be presented to the Board in February. Elizabeth is going to present two budgets, one with a 5% increase in addition to the current proposed budget with no increase.

The goal for 2026 is to add more sculling programs to provide a next step for Learn To Scull participants so that there is a path for them to continue sculling. Chuck is working on developing some intermediate sculling programs.

Review on Board Committees/structure and possible assignments - Kathy

There are eight committees, you do not need to be a Board member to be a committee chair. The goal is to have each Board member actively participate in at least one committee. If there is a committee that interests you please reach out to the committee chair, listed below. All committee chairs to report back to Kathy with committee members before February meeting.

Governance - Guy - main goal is to recruit new Board members
Safety - Linda Muri - ad hoc meetings as needed in response to issues/questions that come up
Finance - Elizabeth - meets monthly the week before the Board meeting - actively recruiting new members
Programming - meets every six weeks
Equipment and Facilities - Peter, Doug, Jeff - meets monthly, proactively makes recommendations on KRP maintenance and future needs
Communications and Outreach - Kathy - ad hoc as needed, organises events and manages newsletter
Finding a Home - Roelof - ad hoc as needed
Fundraising - this committee needs new members and a new Chair

Executive Director Annual Review and Contract Renewal

Chuck left the Board meeting.

The ED annual contract starts February 1st.
The ED annual review will take place with Tunni prior to the February board meeting and contract date.
Discussion about how the ED position had gone so far - is there anything we would like done differently, is there anything we can do to make Chuck's life easier as ED? General consensus is that the addition of Chuck in this position has been very positive and has relieved many Board members of being over burdened, and given Board members more time to address other issues.

Motion to adjourn meeting - Jeff
Seconded - Roelof
Meeting Adjourned 7.20pm