

Board of Directors Meeting

Monday, March 2, 2026

Caldwell Banker Lifestyles, 8 West Wheelock St. Hanover, NH

Attendance

Present: Peter Swanson, Jeff Damren, Doug Calvey, Erika Dade, Guy Collins, Tim Williams, To Puleo, Tom Griggs, Fern Munroe, Kathy Harvard

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

Absent: Chuck Nagle, Kelly Shrike, Roelof Versteeg

February Minutes

Erika called the meeting to order at 5:48.

The February minutes were amended to correct Tim Williams and Kelly Shrike's attendance and clarify that there had been zero reportable safety incidents in the reporting period.

Motion to approve amended February minutes: moved by Tim Williams, seconded by Jeff Damon; unanimously approved.

Executive Committee Report; Compliance, Finance Systems & Insurance

- **Compliance** update: most items complete; a couple of background check dates still needed.
- The Executive Committee met to discuss **financial tools/processes** (LTL, Stripe, PayPal). Erika will meet with Deb (bookkeeper) after her vacation to coordinate accounts and enable two-factor authentication.
- **Insurance:**
- UVAC gets insurance through Philadelphia (same carrier as UVRF's Directors & Officers insurance).
- Would it be worthwhile to compare Philadelphia coverage/cost to current USRowing liability insurance (~\$6k now; concern it may rise to nearly \$7k if moved to extra-large tier)
- Chuck (ED) should lead the insurance comparison and report back.

- **Executive Director Report Highlights**
- Board approved Chuck's contract renewal for the year via email vote; unanimous and filed in the board drive by Kathy; met the February 1 deadline.
- Chuck has ramped up significantly. He has: learned WordPress and is editing the website, learned RegattaCentral and set up programs and is setting up middle school rowing while Karen manages spring racing.
- **Programs and Facilities**
- Spring racing preseason for Juniors started Feb 23; first week in the "Erg Dungeon" at Burnham.
- Seminary Hill (West Leb) secured for the second week and possibly longer until on-water access.
- Hanover program: docks go in March 28; dry land starts March 23.
- On-water goal discussed as April 13, but dependent on dock installation and conditions.
- **Dock/launch logistics:** Peter coordinates scheduling with High Country; they won't install docks until the site is dry (unpredictable). He also schedules launch inspections; launches must be put in before inspection.
- Facilities group/Chuck to identify plow vendor and ensure barn/ramp/trailer access ahead of heavy mat delivery and pre-season work.
- **Scholarships & fundraising pressure:**
- Karen seeing notably higher youth financial aid requests than ever before.
- Expect more fundraising for the Jasmine Rogers Scholarship Fund.
- Discussion about strengthening the adult scholarship fund (currently very low/empty).

Contracts, Certificates of Insurance & Vendor Renewals

- Chuck applied for certificates of insurance for four sites; not yet received.
- Chuck reached out to John Osler (Dartmouth) for a Fuller contract; no response yet.
- Need to coordinate with John Sherman re Town/Kendall contract.
- Erika and Martha B. are attempting to meet with Rob Houseman (town manager) to explore the Town's long-term plans re the Kendall property and next steps. At the very least, hope to be able to remove the clause that allows for rescission of UVRF access with 12 months' notice from 2027 onward.
- Follow-up needed re outcome of Kendall January Board meeting.
- Pure Solutions renewal: an email/survey surfaced; reminder that the annual payment is cheaper.
- Elizabeth will forward relevant contact info to Chuck so he can handle it.
-

Safety Committee & Equipment

- Safety Committee is discussing allowing 6th graders to participate in Middle School Rowing:

- Committee will finalize their recommendation at the upcoming Committee meeting. Responses so far appear supportive; no known opposition.
- Safety belt (inflatable PFD) guidance needed: If 6th graders participate, they must wear safety belts.
- Recommendation leaning toward requiring safety belts for all Middle School Rowing participants.
- Training: at first, on-water session everyone wears one, and practices deploying and learning strap tightening.
- Safety Belt Inventory believed to be about 24 in two crates/buckets, likely stored in the trailer.
- Open question assigned to the Safety Committee: *how to check belts/ cartridges/charges and ensure proper reloading/packing after deployment?*
- Safety communications: committee sends emails when relevant (e.g., early spring rowing, water temps) rather than on a fixed cadence.
-

Fundraising & Member Outreach

- Committee recruiting: If additional help is needed, all committees are encouraged to make use of the newsletter to share “success” stories about what you are doing and recruit new members. Send Margie a short description of needs and a contact.
- **Fundraising**
- Although the Finance Committee can provide the data, we still lack a fundraising strategy and plan. This year, we expect Adult Scholarship requests will increase.
- It is a priority to get a Fundraising Committee established and running. We will use the March Newsletter to help recruit.
- Tom P and Kathy volunteered to be part of a fundraising planning group, and Tunni volunteered to draft one or two appeal letters over the course of the year for adult scholarships and an end-of-year ask.
- Erika has set up our fundraising software, Little Green Light, for segmentation tags for targeted appeals. She will begin training others.
- **Budget/Spending Thresholds & Facilities Purchases**
- If an expenditure is in the approved budget, no additional approval is needed unless the overall budget line will be exceeded.
- Over \$5,000 requires full board approval. Under \$5,000 does not require board approval.
- Over \$2,000 requires Executive Committee approval (unless already in the approved budget).
- **Outreach** suggestion: use the newsletter to publicize projects with price tags (e.g., mats, maintenance) so members can opt to sponsor items; also boosts morale and visibility of upkeep work.

Meeting adjourned at 6:50