

**Coventry Lake Community Rowing Inc.  
Board of Directors Meeting Minutes**

Date: 11/18/2025

Location: Virtual

Time of Meeting: 7:00pm

**CALL TO ORDER:**

Board members in attendance: Courtney Rossignol, Jill Lillis, Rob Miller, Steve Simko, Heidi Diehl, Dan Eddy, John Cromie, Sophia Bokshan, Megan Cyr

Guests in attendance: Pam Miller, Diane Tarricone

Meeting called to order at 7:02pm

**APPROVAL OF LAST MEETING'S MINUTES:**

Heidi moved to accept the minutes from the 10/21/25 meeting. Rob seconded the motion. No discussion, none opposed, motion passed.

**OFFICER'S REPORT(S):**

Treasurer's Report - Rob advised that there was not an updated Treasurer's Report for the meeting.

**OPERATIONS REPORT:**

Pam provided provided the Board with a copy of her report prior to the meeting. It was discussed during the meeting. A copy of the written report is attached to these minutes.

With regard to the section about kayaks, Steve asked whether there is an issue with CLCR not being a kayaking club, with kayaking being outside of our area of expertise with regard to liability insurance. Pam advised that USRowing covers the use of kayaks as long as CLCR is a member institution of USRowing and that the user of the kayak is a member of USRowing.

With regard to the section about needing shoes, Steve asked how much a pair of shoes cost. Pam advised approximately \$90.

Rob made a motion to accept the report, Heidi seconded the motion. No discussion, none opposed, motion passed.

### **OLD BUSINESS:**

**Spirit Wear Store Update:** Prior to the meeting Steve had sent the BOD mockups of what neon yellow and royal blue items would look like with our logos. Approval was given to add these options to the store. Steve asked Pam to promote on social media and other available channels.

**Fundraising Update:** Pam touched on wreaths in the Operations Report. She advised that we will not be raking leaves or making apple pies this year. Instead, she is focusing on grants.

Courtney added that next year we should think about having a table at the PTO craft fair as a place to sell wreaths.

**Review Of Policies And Captain's/Captain's Plus Privileges:** Tabled for a future meeting

### **NEW BUSINESS:**

**2025 Recap:** Pam advised that she will discuss with adult members and look for feedback on the year.

Pam discussed our social media presence and how we have made more posts this year than in years past. Further, we now have over 1,000 followers on Facebook. Pam showed the BOD some real time numbers tied to engagement of the posts.

**Code of Conduct Discussion:** Sophia advised that she and Megumi have begun a list. Some examples include:

- Expectations: To support the team, show good sportsmanship, show respect
- Avoid: Observe from areas where they can obstruct practice, giving direction to athletes

Sophia advised that they have not discussed their list with the entire larger youth group. Pam suggests that they pick a small group of upperclassmen to share and discuss their list as opposed to the entire group and then present their findings and final product to the BOD for review.

**COMMITTEE REPORTS:**

The Scholarship Committee has not received any new requests to review.

**OPEN DISCUSSION/OTHER TOPICS:**

Dan brought up the creation of the Coventry Lake Aquatic Foundation (herein "Foundation").

Dan advised that the Foundation has submitted its paperwork and is now an official 501(c)(3). There are no official members yet; however, UConn men's rowing and sailing have expressed interest in joining and Dan would like to see CLCR join. He anticipates 4-5 groups will be members. Dan advised that the Foundation will have Bylaws and the Board will consist of 2 individuals from each member organization. Rob advised that he supports the idea of CLCR joining the Foundation.

Rob made a motion for CLCR to join the Foundation. Jill seconded the motion. Steve asked for the information such as the purpose of the Foundation, how the Foundation was funded and whether there is a financial commitment from each member organization.

Dan advised that financial support from member organizations is not mandatory. The purpose of the Foundation is to raise money and distribute that money to the member organizations. It is expected that it may be easier to approach businesses or individuals and ask for financial contributions as one centralized entity - the Foundation - than with several individual entities approaching the same businesses or individuals.

Steve expressed concerns with CLCR's potential liability related to being a part of the Foundation, which is made up of other organizations. For example, if another member organization causes damages or injuries to an individual or business entity, could CLCR potentially be brought into that claim and/or lawsuit simply because of our affiliation with the Foundation? Dan stated that the Foundation only works behind the scenes. Rob stated that the Foundation is not engaged in operational activities.

Jill asked what we need to do to ensure that CLCR is protected from any liability from being a part of the Foundation. Steve stated that our best bet is to have an attorney review to see if we would have any exposure and if so, provide us with potential solutions, which may include drawing up a contract which would insulate us or provide with protections from exposure. There was some discussion that because CLCR and the Foundation are each a 501(c)(3), that they may be shielded from liability. Rob liked the idea of having an attorney investigate. Dan advised that he will see if we can find an attorney to do the work pro bono.

Courtney asked whether we could hold a vote to join the Foundation contingent upon all members maintaining their own liability insurance?

Jill stated that we can always withdraw if we are not happy.

Rob made a motion for CLCR to join the Foundation. Sophia seconded the motion. Dan abstained. Steve voted no. The remaining members voted yes. The motion passed.

**NEXT MEETING:**

Next meeting will be held on 12/16/25 at 7:00pm. This meeting will be held virtually.

Steve moved to adjourn the meeting. Jill seconded the motion. No discussion, none opposed, motion passed. The meeting was adjourned at 8:39pm



## Re: CLCR meeting 11/18/25 at 7pm

1 message

coach.coventrylakerowing.com <coach@coventrylakerowing.com>

Tue, Nov 18, 2025 at 4:30 PM

### Operations/Coaches report:

- All boats are put away (there are 2 eights, 1 Four (had mice nests so kept on a rack), and 1 really old single are still at park and will stay there for the winter)
- All 3-boat engine lower end units had oil change, one had water in it and is at Coventry Marine to check it over to make sure nothing is wrong
- 2 of the 3 boat engines were winterized or partially winterized, the Toshiba has been flooding so it is at Coventry Marine to have the carb rebuilt/cleaned and then it will be winterized.
- All ergs, except one, are at CHS
  - Erging is expected to start in January - need to check on coaching interest/availability
- Had the HS end of the year party at Willington Pizza - parents and kids had a great time (25 people). Adults are meeting at Bidwell this Th to celebrate. Great to see camaraderie growing between members!
- I submitted one grant to date, have several others flagged that are due at various times of year and one that requires some collaboration with the town. Updates to come.
- Met with former "Channel 3 Kids Camp" - forgot new name. Discussing collaboration for this coming summer. They are very interested.
- Hoping to submit a request with Parks & Recreation to add some kayaking opportunities this coming season. In a passing conversation, the director mentioned a 70/30 split for any fees collected. When this gets discussed, does anyone want to be part of this negotiation. I am hoping to ask for a soft start and just dabble in adding this offering when it works with lessons/programs we are already running and maybe adding a Sunday Quiet hours hourly rental and family price different. We currently have 3 single kayaks and one tandem ocean kayak. I expect 2 more donations for the spring which is more than enough to dabble in this. Please remember we use these kayaks for middle school and seniors learn to rows, so these kayaks are very useful (I used to bring my personal kayaks and sups over for this). Also, could offer a seasonal kayak rental like we do memberships for rowing. I can share some pricing thoughts tonight. I do not want to make this a huge thing for this year, but negotiate soon so we can add it for this coming season and just gauge interest.
- We need SHOES. Looking/writing for grants to help.

Date: Tuesday, November 18, 2025 at 7pm

To: Coach

Subject: Re: CLCR meeting 11/18/25 at 7pm

Good morning. If you have not already done so, please RSVP for the meeting tonight, we need to know if we have a quorum.

Thank you.

On Sun, Nov 16, 2025 at 8:28 AM [REDACTED] note:

Good morning. Attached, you will find the draft Minutes from the 10/21/25 meeting, as well as the Agenda for our next meeting scheduled for Tuesday 11/18/25 at 7:00pm. The meeting will be held virtually via Microsoft Teams. The meeting link and ID is below.

### Join the meeting now

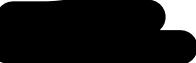
Meeting ID: 233 703 702 065 11

Passcode: Gf7XP9c7

You don't need to have the Microsoft Teams application installed to join a Microsoft Teams meeting. You can join a meeting directly through a web browser

**As with all meetings, we will need a quorum to be able to vote. Please respond to me and let me know whether or not you will be attending this meeting.** I will let everyone know ahead of the meeting if we do not have enough for a quorum.

Thank you

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