

Rivanna Rowing Club (RRC) – Annual Quick Reference

(use in combination with RRC's Full Handbook for Members)

Current membership year: 5/15/2011-5/14/2012

Annual membership dues: \$195 (general member) check payable to "Rivanna Rowing Club"
\$100 (full-time college undergraduate/graduate students)

The above dates/dues are for experienced rowers or graduates of an official RRC Coached Program wishing to become RRC members. If you are a beginner and need to take rowing lessons first, please refer to the RRC Coached Program info on page 2.

Club equipment fee: \$45 per year – if using club equipment outside of an official RRC Coached Program; check payable to "Rivanna Rowing Club" note: anyone checking out club sculling boats must first pass the **RRC Captain's Test** administered by the RRC Boathouse Captain.

Membership form & Liability waiver: Each member must complete RRC membership form and waiver annually; available on www.rivannarowing.org & at boathouse.

Mailing Address: Mail membership form, waiver, and a check for fee payment to:
Rivanna Rowing Club PO Box 5797 Charlottesville, VA 22905

RRC E-mail List: Each member must provide/maintain a current e-mail address by completing form under the "Mailing List" tab on the website.

Guest* fee (club equipmt.): \$25 per row (capped at \$75 max.); may row up to 5 times/year
*All guests must sign an RRC waiver.

Important RRC Contacts:

Boathouse Captain: Margaret Keller mfk8e@virginia.edu

Equipment Manager: Jack Cann jackcann@earthlink.net

Membership Coordinator: Winkie King kingr839@aol.com

Vice President & Program Coordinator: Diana Bower dbower@soundmedicine.com

Other Current RRC Board Members:

President: Phil Jewell jewellpr@gmail.com
Treasurer: Dorothy Schafer das9w@virginia.edu
Secretary: Abigail Maynard Finlay abigail_maynard@yahoo.com
Competitive Sculling Coordinator: Kit Collins KitskyCo@aol.com
Web & Email Coordinator: Dan Gilroy danxg@aim.com
Handbook Coordinator: Chris Jackson cjackson999@yahoo.com

Official RRC Coached Programs for Current Year – multiple sessions offered for each Program:

Summer session dates, times, fees, other info available at <http://www.rivannarowing.org/>

Learn-to-Row (LTR):

The introduction for all beginning or inexperienced rowers. Instruction provided by RRC Coaches in RRC club equipment.

Sweep rowing (one oar per person – in 4 and 8 person boats).

First-time participants can take LTR without having to become RRC members beforehand. If you would like to become a member after completing LTR, RRC will prorate your first annual membership dues based on the amount of time remaining in the current season. RRC encourages graduates of LTR to enroll in subsequent sessions of other RRC Coached Programs: Learn-to-Scull and/or Masters Sweep & Sculling. (Fee for Masters Sweep & Sculling also pro-rated based on remaining time in season.)

Learn-to-Scull (LTS):

For members who have completed RRC Learn-To-Row or have some sweep experience but little/no sculling experience and wish to work with an RRC Coach to learn sculling fundamentals. Add'l. sessions and/or clinics also available to prep for Captain's Test.

Sculling (two oars per person – in 1, 2, 4 person sculling boats).

Sculling Clinics:

For all RRC members who want to work with a coach to improve sculling proficiency. Dates coincide with scheduled LTS sessions.

Masters Sweep & Sculling:

For RRC members who have completed RRC's Learn-to-Row and any experienced RRC members who want to advance their skills in team boats with the possibility of competing at regattas.

Masters Program fees are in addition to RRC membership dues. There may also be expenses (entry fees, boat transportation costs) shared among those attending regattas as part of the Masters Program. Regatta entry decisions made during session.

Junior Learn-to-Row & Extended Sessions:

For teenagers interested in rowing fundamentals. Head Coach is an RRC member and local high school teacher/sports coach.

Winter Erging:

Coached workouts on rowing machines in the UVa boathouse. Based on demand and available equipment. Info in the late fall.

Experienced private scullers seeking boat storage:

Please contact RRC's **Boathouse Captain**. The Captain maintains a **waiting list** of the scullers seeking boat storage. Whenever a rack space becomes available, the Captain will start at the top of the list and work down until identifying a sculler ready to occupy that space. Rack rent is due separately and is in addition to your RRC membership fees. You pay annual rent in one installment directly to Virginia Rowing Association (VRA) by April 1 each year. VRA represents UVa Men's Crew and owns the boathouse; RRC and its members are tenants of VRA.

Current annual rent – indoor 1x rack inside RRC bay of boathouse year-round: \$425
Must row that boat at least 40 times in a calendar year to retain an indoor rack.

Current annual rent – “combo” 1x rack outside boathouse spring-fall/inside winter: \$250
Must row that boat at least 25 times in a calendar year to retain a “combo” space.

Mail rent to: David Kudravetz VRA Treasurer 250 East High Street Charlottesville VA 22902

Opportunities to Volunteer – Current Year:

The RRC Board and Coaches rely considerably on the volunteer assistance of RRC members. Opportunities to volunteer include boathouse cleanup days, organized equipment maintenance, assistance to Coaches, end-of-season regatta operation, National Learn-to-Row Day, community marketing (e.g., past info booths at Charlottesville's Fridays after Five), and boat loading/transportation to regattas. Already scheduled for the current year include:

Boathouse Cleanup Date(s):	Sunday May 1
Equipment Maintenance Date(s):	Sunday May 1
National Learn-to-Row Date:	Saturday May 7 – 9:00 & 11:00 a.m.
Sunset (End-of-Season) Regatta Date:	to be determined
Scheduled Informational Marketing Event Date(s):	to be determined

Please consult the RRC website and/or contact the Boathouse Captain, Equipment Manager, or other Board members for information on these or other opportunities to volunteer.

RRC Intends to Compete as a Club in the Following Regattas/Dates – Current Year:

Regattas/Dates/Locations: to be decided during RRC Masters Sweep & Scull Program

Please consult the RRC website or contact Program Coordinator and Masters Sweep & Scull Program Coach for more info. Also, if you would like info on where to purchase race/exercise gear (unisuits, rowjackets, etc.) with official RRC team colors and logo, current contact is the Vice President.

Current RRC Club Boats – please see Full Handbook for Eligibility, Rules for Club Boat Use

Club Boats – not including 8+ 's (color, make, model) – also check RRC website for any recent changes	Maximum Allowed Weight for Each Rower	Location	Prerequisites for Use
white/red Peinert X25 lightweight 1x (name: "Phoebe")	160 pounds max.	R8	must have passed Captain's Test
blue/white Peinert X25 lightweight 1x (name: "Towhee")	160 pounds max.	R11	passed Captain's Test
white Wintech lightweight 1x (name: "Easter Martin")	165 pounds max.	R9	passed Captain's Test
red Peinert 26 heavyweight 1x (name: "Quiet Storm")	240 pounds max.	R10	passed Captain's Test
white/green Peinert 26 heavyweight 1x (name: "Hawk")	240 pounds max.	Floor of sweep bay	passed Captain's Test
white Hudson lightweight 2x (no name)	175 pounds max.	Sweep bay	Bow seat must have extensive sculling experience including Captain's Test
white Wintech midweight 2x (no name)	198 pounds max.	Sweep bay	Bow seat must have extensive sculling experience including Captain's Test
white Vespoli heavyweight 2x/2- (can be rigged as double or pair) (no name)	220 pounds max.	Sweep bay	Bow seat must have extensive experience sculling (or as bow in a pair) including Captain's Test
off-white Vega heavyweight 4x ("Forlorn Hope")	220 pounds max.	Sweep bay	At least 2 scullers (one in bow) with extensive sculling experience including Captain's Test
white Sykes midweight 4+ ("Brenda LT Meyers")	176 pounds max.	Sweep bay	All members in good standing; no more than 2 novices; coxswain must be experienced as rower and/or coxswain
white Vespoli heavyweight 4+ (no name)	220 pounds max.	Sweep bay	All members in good standing; no more than 2 novices; coxswain must be experienced as rower and/or coxswain

Note any damage in Boat Problem Log and **report** as soon as possible **to Equipment Manager**. **Clean boat** after each use – wipe down hull; clean tracks, seat wheels & rigging thoroughly. Please read Full Handbook and then contact Boathouse Captain or another Board member with any remaining questions on Eligibility, Rules, or definitions of terms used here.

Please refer to Full Handbook statement regarding liability for damage to Club Equipment.

Rivanna Rowing Club (RRC) – Full Handbook for Members

(use in combination with RRC's Annual Quick Reference)

All RRC members and guests, regardless of experience level, will benefit from the following information, and all must follow these safety rules and required procedures. If you have any questions not answered here, please contact the Boathouse Captain, Sweep Program Coordinator, or another RRC board member.

Pages 1-2.....	Safety Rules/Water Conditions
Page 3.....	Traffic Patterns/On the Dock and On the Water
Page 4.....	In/Around the Boathouse
Page 5.....	RRC Coached Programs (<i>Newcomers who have never rowed, please start here.</i>)
Page 6.....	Club Boats/Equipment – Eligibility and Rules of Use outside of Coached Programs*
Page 7.....	Private Boat Owners
Page 8.....	RRC Board of Directors; Coxswains; RRC Definition of a Novice; Prior Experience
Page 9.....	Summary of RRC Captain's Test – What to Expect

***Please refer to page 6 for statement regarding liability for damage to Club Equipment.**

Directions to University of Virginia/Virginia Rowing Association (VRA) Boathouse – home of RRC:

Address is 276 Woodlands Road Charlottesville VA 22936 Boathouse phone: 434.978.2092

From intersection of Emmet Street and Ivy Road in Charlottesville...

Drive north 1.8 miles on Emmet Street/Route 29 North.

Turn left onto Hydraulic Road.

Drive 1.7 miles.

Turn left at the light onto Earlysville Road.

Drive 0.7 miles.

Turn left onto Woodlands Road (at the bottom of the hill and before the bridge).

Drive 0.4 miles.

Turn right into the boathouse driveway.

Park in the paved lot behind the boathouse or on the edge of the field to the right of the driveway.

RRC is in the side of the boathouse closest to the road – the side door and the first two front bays.

Safety Rules/Water Conditions

All rowers must follow these rules at all times. Please note, however, that neither RRC nor these rules can anticipate every situation – remain vigilant at all times. Visit www.usrowing.org/Safety.aspx for more info.

- You must be a capable swimmer.
- Any member, *regardless of extent of prior experience*, must pass the RRC Captain's Test in order to be eligible to reserve/sign out club sculling equipment. *If you would like to schedule a Captain's Test, please contact the Boathouse Captain.* A club 2x or 4x can include members who have not yet taken the Captain's Test, as long as the rower in bow seat has passed the Captain's Test.
- The boat you are using must have a rubberized bow safety ball securely attached and in good condition. This is an essential piece of safety gear, and a boat without a bow ball can seriously injure another rower and can also very easily fracture its hull and capsize when returning to the dock or hitting debris.
- If rowing in any kind of partial visibility, especially in fog or at dawn or dusk, you must have at least one light visible aboard your boat. Two is better. One outlet for purchasing boatlights is <http://arcnav.com/>
- Do not go out if you hear thunder or see lightning. If you observe lightning while on the water, judge whether it is safer to return to the dock or to go ashore (anywhere) and let the storm pass.
- RRC encourages the use of a cap/headband-mounted mirror to avoid collisions. One outlet for purchasing such cap mirrors is <http://www.chesapeakerowing.com/hat.htm>
- If you do not use a mirror, you must remember to turn your head and look in the direction you are traveling frequently, i.e., at least every 5-10 strokes depending on speed. Look ahead on both sides, as non-rowers are not familiar with our traffic lanes or right-of-way rules.
- In passing under the bridge be especially cautious of fishermen as they tend to use that spot and the shadows make them hard to see.
- The general rule if you are approaching any other rower and you foresee collision:
 - turn to face that boat and shout a warning, e.g., "Single!" or "In the eight!" to describe the type of boat approaching you.
 - Both boats then alter course as necessary.
- Newcomers should review reservoir map in boathouse. The downstream/upstream limits to safe rowing:
 - 3000 meters (1.9 miles) downstream from the boathouse is a major dam. **Do not pass the warning buoys, do not approach the dam.** You could die, if washed over it.
 - Approx. 5500 meters (3.4 miles) upstream is the "little bridge" that carries Reas Ford Road across the Rivanna. Long before you reach that point, the reservoir upstream becomes a progressively narrower river with tighter turns – even when the water level is higher in the reservoir. You must adjust your speed and keep an even closer eye out for stumps and other obstructions.

Safety Rules/Water Conditions (continued)

- In summer take precautions against heat exhaustion/dehydration, e.g., extra water bottles in your boat.
- If you capsize (flip) during warm weather, stay with the boat, swim it into shallow water (if nearby), right the boat, get back in*, and return to the dock immediately to assess any damage or injury. Note that a sculling oar can act as a personal flotation device to assist you in the water. *Part of the Captain's Test.
- RRC requires that Novice scullers who are still within the first 12 months following their Captain's Test must not scull between December 1 and April 1. And RRC discourages winter rowing for all rowers.
- Hypothermia could kill a rower, even an experienced one, who capsizes and becomes chilled and disoriented far from the boathouse. Whenever the combined air+water temperature is likely* below 100°F, rowers using club equipment must adhere to a "four oars rule", meaning a minimum of four oars should be on the water together: A single sculler should only row under these conditions, if accompanied by at least one other single sculler. RRC requires members using club equipment – but urges ALL rowers – to observe this "four oars rule." *RRC intends to install a new water thermometer for more precision.
- If a rower flips in cold water, any other rowers present should remain in their boat(s), but quickly, calmly, and firmly guide by voice the capsized rower back into his/her boat and monitor his/her condition. If near the RRC boathouse, the best option may then be to return to the boathouse. If the flip occurs far upstream or downstream, though, it may be wiser to beach the boat on the closest approachable shore and approach the nearest house for assistance. Also consider carrying a cellphone in a watertight bag.
- Note that there is a boathouse phone just inside the scullers bay. You can use it in any emergency to summon the rescue squad (dial 911).
- Our section of the Rivanna River is a dammed reservoir sheltered by wooded shorelines, but you must remain mindful of water conditions which can still vary significantly, e.g.,
 - heavy rains raise the water level, create currents, and wash floating debris into the reservoir;
 - droughts severely shrink the channels, or portions of the reservoir, deep enough for rowing;
 - occasional high winds and choppy water make oars trickier to handle & increase risk of capsizing.
- There are weeds, sandbars, & shallow stretches of water, especially upstream and in mid-late summer, which narrow the rowable channel of the river. Proceed slowly/cautiously in narrow sections or curves.
- At various spots in the reservoir, there are white plastic poles (PVC pipe) placed to warn you of sandbars or shallow sections just below the surface on which even a single sculler can run aground. Beware: there are other occasional sandbars, weedpatches and shallow spots which are not marked – especially upstream and especially in summer, you will need to keep an eye on conditions below the water's surface.
- ALL RRC rowers must be members and all members and their guests must sign a liability waiver every year before they can row.
- If you observe unsafe behavior in any other rowers, please report it immediately to any UVa coach and/or a RRC board member.

Traffic Patterns/On the Dock and On the Water

- In launching or returning to the dock, RRC members should **yield to UVa boats**. Failure to observe UVa's priority at the dock can jeopardize or limit RRC's right to use the facilities.
- **Check your oarlocks** and move quickly on and off the dock. **Do not leave a boat** unattended at the dock.
- Always launch with your boat's **bow downstream** (towards the Earlysville Road bridge). If you want to head upstream, always clear the dock area and nearby waters before making that turn.
- Observe normal U.S. traffic lanes, which means that you **stay to the right**/starboard side of the reservoir in either direction, on the correct side of any buoys that may be present. *Novices: Please remember that, for rowers - who always face backwards/astern – right & left are reversed, i.e., the right/starboard side of your boat is the side where your left hand is and the left/port side of your boat is where your right hand is.*
- In passing under the Earlysville Road **bridge**, all boats must use either one of the two full **openings on the right**/starboard side of the reservoir -- thus maintaining their lane. The first span to the right is preferred. The center span/opening is off limits at all times, as are the partial openings at the shorelines.
- At times a portion of the reservoir may be buoyed to mark a race course or to control traffic. In such cases, RRC boats should stay to the right, keeping the **buoys on the port side** of the boat. (Again, remember, *port is the left side of the boat, but, for a rower facing astern, port will be your right hand.*)
- When rowable channels narrow with drought or weed season, you may find yourself edging to the center of a channel. If another boat approaches, though, get back to the right side of the rowable channel ASAP.
- The general rule when one sculler is overtaking another: the **boat being passed should yield** the right of way to the boat passing if it can do so safely. Notwithstanding this rule, every rower (including one with the right of way) has the responsibility to avoid a collision or any other risky situation.
- UVa practices may occasionally require that three or four large **UVa boats (4+'s, 8+'s) row fast side-by-side** and across most of the reservoir. Please slow/stay near shore and well out of their way.
- **Novice RRC rowers should not row before 9 a.m. on weekdays or before 12 p.m. on Saturdays** during the UVa crew season, **late August to mid May**, at request of UVa's coaches & due to the volume of boats then.
- Always be mindful of and courteous to those in fishing and other non-rowing boats.
- When returning to shore, always approach and land at the **dock heading downstream**.
- **If you are sure that you the last rower on the water** (clues: all UVa launches are in, no sneakers/shoes on the dock), return the rope/clothesline barrier to the dock perimeter after your row to discourage geese.
- If geese have left their mark on the dock, please take a moment to sweep it off with the broom provided.
- Rivanna Water and Sewer Authority (RWSA) has legal oversight of the reservoir and prohibits swimming.

In/Around the Boathouse

- Scullers: Before each row, you must **sign out** in the scullers logbook and on the scullers white board – include on the white board the date, time, your name, boat being used, direction, your anticipated return time. Upon returning, erase your name from the white board, go back to the scullers log and fill in your return time and the other information requested there. The logbook and white board are at the scullers desk in between the bay doors of the two RRC bays which lead toward the water.
- **Never leave a boat in slings** in the boathouse bays. Rowers using the winch-driven hanging racks should always return those racks to the up position. Ask Boathouse Captain for instructions on use of those racks.
- **Report any damage** you cause to a private boat to that boat's owner and to the Boathouse Captain ASAP.
- Our storage racks are closely nestled. When moving your own boat, you may find it prudent to protect nearby boats temporarily with towels to help keep your riggers from causing scratches or nicks.
- If you believe you are the last person to return to the boathouse (RRC bays), when leaving*:
verify that no other RRC rower is out by checking the white board. **Lock both overhead (bay) doors, turn out the lights, and lock the exit door** to parking lot. If no UVa rowers are on the water and all UVa bays are closed, also **lock the gate** across the driveway. *Last people to leave have to be private boat owners or certain other members who have obtained a key from Boathouse Captain.
- All guest rowers in the club must be sponsored by an RRC member, and these guests must sign a liability waiver. Please adhere to the **guest rowing policy** in the Reservations book on the scullers desk.
- If you see any apparent strangers lingering in/near the boathouse, introduce yourself and ask them their business. If they clearly do not belong and you feel safe doing so, ask them to leave.
- RRC members **may not hold unofficial personal social events** or picnics. Minimize noise. Leashes on pets.
- Notices for all club members may be posted on a **bulletin board** by the men's room door. Remember, though, that each member must still provide/maintain a current e-mail address for the official RRC e-mail list service by completing the form under the **"Mailing List" tab on <http://www.rivannarowing.org>**.
- The boathouse landlord and primary authority is Virginia Rowing Association (VRA), which represents the UVa Men's Crew. VRA owns the property including boathouse+dock; RRC and its individual members are tenants granted use. Please remember that the **UVa crews have priority** over RRC in use of the boathouse, dock, and reservoir's traffic capacity. **VRA can revoke privileges of use** of the property by any individual RRC member, guest, and/or RRC as a whole, if conduct is not in compliance with VRA guidelines. The actions of one member of RRC can affect the entire Club's continued access to the boathouse.
- **No RRC member should enter UVa bays or handle UVa equipment**, unless permitted by a UVa Coach.
- The men's and women's **locker rooms** in the RRC bays are for the use of all members – please help keep them clean and uncluttered. Please notify the Boathouse Captain of any problems with the locker rooms.

RRC Coached Programs

While specific Program offerings vary each year (see **Annual Quick Reference for this season's offerings**), RRC aims to offer a tiered set of Programs each summer for sweep rowers and scullers. RRC welcomes all newcomers to the sport and hopes Program students will move up these tiers in skill, commitment and enthusiasm as far as they wish to go. To start you need to be a confident swimmer and have basic fitness.

RRC does not require first-time Learn-to-Row (LTR) students to become club members, but LTR graduates must join RRC before then using RRC club boats or entering any further RRC Program. RRC will prorate first year membership dues based on time remaining in season at that point.

RRC Coached Programs provide instruction in both...

...Sweep Rowing: In sweep rowing, each rower uses one oar as part of a crew of an 8+ or 4+ shell (boat). 8+ means 8 rowers plus a coxswain in the boat commanding/steering. 4+ means 4 rowers plus a coxswain.

...Sculling: In sculling, a rower uses two oars, one in each hand. RRC offers instruction in 1x's (single boats with one sculler per boat), 2x's (doubles with two scullers per boat), and 4x's (a quad with four scullers in the boat). Sculling boats do not carry coxswains, are narrower and even more fragile and sensitive to water conditions than sweep shells; all scullers must learn to get back into a 1x unaided after capsizing.

Typical Program offerings include multiple sessions of the following:

Learn-to-Row (LTR) - In LTR Sweep, newcomers learn about safety, boat parts and terms, and the physical fitness relevant to rowing. You start out learning the correct form on a rowing machine (ashore), then you move into a very stable 16 person barge, designed for training. The final stage of Learn-to-Row is 90-120 minute practices in actual 4+'s and 8+'s (4 or 8 rowers plus a coxswain in sweep rowing shells). At least one experienced RRC Coach in a launch (motorboat) oversees practices to motivate and advise on technique.

Learn-to-Scull (LTS) - Members who have completed RRC Learn-to-Row (LTR) Program or who already have some sweep rowing experience but little/no sculling experience learn about sculling safety, boat parts and terms, and technique. You can refresh your LTR skills on a rowing machine (ashore), then move into a 4x (quad) and may progress into 2x's and/or 1x's. **An experienced RRC Coach in a launch oversees training. Additional sessions and/or clinics may also be available to prepare for the RRC Captain's Test.** You must pass the Captain's Test to row an RRC-owned sculling boat alone, i.e., separate from Coached Programs.

Sculling Clinics – Additional lessons with an RRC Coach – to advance proficiency in 1x's, 2x's, and/or 4x's.

Masters Sweep & Sculling - Experienced RRC members mix with graduates of LTR and LTS in sweep and/or sculling boats and may have the opportunity to compete at regattas in Virginia and elsewhere. An experienced RRC Coach in a launch oversees practices and any competitions. Fee for this Program may be prorated for recent LTR/LTS grads based on the time left in the season when they join Masters sessions.

Junior Learn-to-Row and Extended Sessions – LTR and intermediate lessons for boys and girls age 14-19. Head Coach for the Junior Program is a long-time RRC member and local high school teacher/sports coach.

Club Boats – Eligibility, Rules of Use outside of RRC Coached Programs

- RRC eight w/ coxswain (8+) can only be used during RRC Coached Programs and must be escorted by a launch. Official RRC Coached Programs have scheduling priority over all Club Equipment.
- All adult RRC members who have paid annual RRC membership fees and have turned in the annual membership application and waiver are eligible to use other club equipment. Must also be able to adjust rigging, etc. properly. Club 4+'s must include an experienced coxswain and at least one experienced sweep rower. Scullers must have passed Captain's Test to use club 1x's or row bow seat in club 2x's or 4x. Club 4x should also include at least one other experienced sculler in addition to the sculler in the bow seat.
- Learn-to-Row program students can only use equipment during official RRC Coached Program sessions.
- RRC Juniors (up to age 19) can only use equipment during Coached Program sessions OR they may row with experienced adult members who meet above Eligibility prerequisites but only if the Junior has also passed the RRC Captain's Test. In either case, the club must have a waiver signed by a parent.
- RRC Club singles (1x's), doubles (2x's), pair w/o coxswain (2-), quadruple scull (4x), and fours w/ coxswain (4+'s) must be reserved in the Club Boat Reservation Book. You must use the Reservation Book to reserve boats in advance. Sign-up opens on Friday for the week ahead (Sunday to Saturday) – you cannot reserve boats further in advance than that Friday. Reserve the boat matching your crew's weight and skill level.
- The Club Boat Reservation Book is a binder located on the desk between the two RRC bay doors. That binder also contains the Club Boat Signout Log. When you arrive to row, you must also sign out in the Log portion and on the erasable white board above the desk, listing the name or description of boat used.
- You may reserve a boat up to 3 times per week; you may row a boat more than those 3 times per week only when it's not reserved by someone else. Be respectful of fellow members, especially at popular times.
- Do not use Club equipment for 24 hours after a heavy rainstorm to avoid the hazards of floating debris.
- If you do not arrive within 10 minutes of the reserved time, your reservation can be disregarded and the boat used by whichever crew is present and prepared to take it out. If you know you will not be able to make a session you reserved, please remove your name from the Reservation Book as soon as possible.
- Inspect the boat closely for damage and needed adjustments before rowing. Make adjustments carefully.
- You may reserve equipment for up to 90 minutes and must return to boathouse within the time listed.
- Oars for use with club boats are stored in the sculling oar slots labeled "Club Oars" near the scullers desk. Do not use private oars, - these are in directly adjacent slots, so check the oars and slot labels carefully.
- ALL RRC rules, traffic patterns, etc. referenced elsewhere apply to ALL club boat use. CLEAN the boats.

If a rower (or group of rowers in a team boat) causes damage to Club Equipment outside of a Coached Program session, those rowers are responsible to pay the cost of repairs up to \$500 per boat per incident.

If the cost of repairs exceeds \$500, RRC will file an insurance claim for damages beyond that amount.

Private Boat Owners:

· Please contact RRC's **Boathouse Captain** to inquire about the **waiting list** for scullers seeking private boat storage. Whenever a rack space becomes available, the Captain will start at the top of the list and work down until identifying a sculler ready to occupy that space. If you are not prepared to occupy the space available at that time, your name remains on the waiting list but goes back to the bottom of the list.

· **Rack rent** is due separately and is in addition to your RRC membership fees. You pay annual rent in one installment directly **to Virginia Rowing Association** (VRA) by April 1 each year. VRA represents UVa Men's Crew and owns the boathouse; RRC the club and its individual members storing boats are tenants of VRA.

· In addition to the permanent indoor rack spaces inside RRC's bays of the boathouse, VRA also currently allows RRC to participate in what is called "combo storage." Combo storage entails keeping your boat on an assigned rack outdoors for part of the year and, during the winter, moving it inside the RRC sweep bay. Combo storage rent is lower than permanent indoor rent. Please see Boathouse Captain for more info.

· You **may not transfer**, lease, or loan to anyone else the rack space that has been assigned to you.

· Only private boats which are stored at the boathouse may launch from the dock. Even a RRC member **cannot repeatedly cartop** a boat stored elsewhere to the boathouse and launch from the UVa/RRC dock.

· **Minimum Row Rule – Inside Racks:** If you store a private boat in a rack inside the RRC bays of the boathouse, you must row that boat at least **40 times in a calendar year** to retain your right to continue renting that space.

· **Minimum Row Rule – Combo Storage:** If you store a private boat in the "combo storage" racks, you must row that boat at least **25 times in a calendar year** to retain your right to continue renting that space.

· All private boat users must **sign out** on the erasable white board and in the Scullers Log Book located at the desk between the bay doors, providing all info requested there. Only rows *correctly documented in the Log Book* will count toward the minimum 40 rows required annually for all renters of rack spaces.

· Please **contact the Boathouse Captain** as early as possible in the season if you foresee that illness, injury, or another unavoidable issue will cause you to **fall short of the 40 row minimum**.

· Please keep your oars in the **oar slot assigned to you**. If you did not receive an oar slot assignment, keep your oars carefully stowed with your boat. (There are currently fewer oar slots than boat racks available.)

· Observe any additional rules for private boat storage and use posted in the boathouse bays. RRC rules, traffic patterns, etc. referenced elsewhere apply to private boat owner activities.

RRC Board of Directors

In addition to the RRC volunteer opportunities listed in the annual Quick Reference, RRC relies entirely on its members to **volunteer as nominees to the RRC Board of Directors**. RRC holds a general members' meeting, typically in October, to elect new Directors from among those who volunteered to be nominees. If you would like to volunteer for Board service, please **contact the current RRC President** (see Quick Reference) in advance of the fall general members' meeting.

The elected Directors then serve on the RRC Board for two years to help manage and plan all operations of the club; while on the Board, you can volunteer to be appointed an Officer and/or Coordinator for various RRC programs and activities. (See the Quick Reference for current Board members, titles, and coordinator roles.) **The Board typically meets once a month, with all RRC members welcome to attend.** RRC provides notice of upcoming meetings via the RRC members' e-mail list group.

Coxswains – Paid/Volunteer

RRC's sweep rowing programs can always use additional coxswains to command/steer larger boat crews. **Please ask the Boathouse Captain, Sweep Program Coordinator, or the Program Coaches** for more information. RRC does offer training classes for new coxswains during the summer; experienced coxswains are welcome to assist in that training. In certain cases RRC also pays for service as coxswain.

Definition of a Novice for Purposes of RRC Rules and Procedures

This Handbook and the accompanying Quick Reference use the term "Novice." To clarify, RRC defines a Novice as a rower/sculler:

- who has completed the Learn-to-Row (LTR) and/or Learn-to-Scull (LTS) Program or equivalent; and
- who has passed the Captain's Test; but
- who does not have significant prior rowing/sculling experience*; and
- who is still in their first year as a rower = the **first 12 months following their RRC Captain's Test.**

If you have any questions about the definition of Novice or any other term used in this Handbook, please ask the Boathouse Captain, Sweep Program Coordinator, or other RRC Board member.

Summary of RRC Captain's Test – What to Expect

Contact the Boathouse Captain (see Quick Reference p. 1) to schedule Test. Be prepared to test on:

1. Terminology of rowing and sculling.
2. Knowledge of Rivanna (RRC/UVa) traffic pattern.
3. Knowledge of RRC safety rules.
4. Demonstration of ability in/around boathouse and dock (without assistance).
 - removing boat from rack space and boathouse
 - carrying boat to dock
 - placing boat in water
 - placing oars in/out of oarlocks
 - lifting boat from water
 - returning boat to boathouse and rack space
5. Demonstration of ability on the water (without assistance).
 - launching from the dock without assistance
 - rowing through Earlysville Bridge and back (through correct arches)
 - following correct traffic pattern
 - emergency stop (a.k.a. "hold water hard")
 - turning boat using both oars (sculling)
 - backing boat (rowing in reverse by pressing out on oar handles)
 - returning boat to the dock without assistance
6. Flip test in deep water (must perform without assistance and quickly but carefully).
 - deliberate capsizing in water too deep to stand
 - allow yourself to slide out of the boat without damaging it;
 - slip your feet out of the boat's shoes so you can swim;
 - right the boat while keeping yourself afloat;
 - control both oar handles with one hand;
 - pull your torso back into boat with other hand without damaging the boat;
 - turn yourself over so that you're sitting between the seat tracks;
 - bring your feet back into the boat without damaging it;
 - returning your bottom onto the seat and your feet into the boat's shoes; and
 - rowing back to dock.

Finish with:

7. Any other issues raised by Boathouse Captain or other RRC Certifier appointed by Captain.
8. Comments/observations by Boathouse Captain or other Certifier.
9. Sculler's name, date of the Test, name & signature of Boathouse Captain or other Certifier.