

BCCC Board Meeting

Date: February 13, 2018

Location: Online

In attendance: Jim Hannon, President
Julian Katz, Vice-President
Susan Callaway, Secretary
Donna Martinez, Treasurer
Peter Richardson, Member at Large

The meeting was called to order at 6:02 pm by President Jim Hannon. Peter arrived at 6:10. No other members were in attendance.

The minutes of the Board Meeting on January 16, 2018 were approved via email on January 18, 2018.

Treasurer's Report

Donna reviewed the closeout report from 2017 as well as the current report for 2018. This information is available in Dropbox for the board's review.

She explained that she has set up tabs in Quickbooks and folders in Dropbox to make it easier to track expenditures and income by category. The monthly statement of activity will allow the board to monitor our actual expenditures/income vs our budget throughout the year.

Peter will update our inventory so that information can be included in our financials. He let Donna know that Wild Apricot contains invoices for dues that could be used to track membership data.

Donna volunteered to give a demo of Quickbooks if Board Members are interested.

Bicycle Education Projects

-Adult Bicycle Education Program

Currently, the club's focus is on the Diversion Program. However, at a later date, we might add modules such as on- the- bike training, basic maintenance and on the road repairs, and group riding/pacelining.

-Diversion Program

The first class was held on February 8th and received good reviews. Three people who had been issued citations attended. The next class will be on February 28th. The class material will be reviewed and updated if necessary.

We will be disseminating information about our Diversion Program to other area police departments. Jim found out that motorists' traffic schools are licensed, so he will be looking into whether our traffic school needs to be licensed.

The program will eventually be managed by SBBC once Jim has determined that they have the appropriate memberships and insurance.

-Bicycling Education Projects

The club has applied for a \$5,000 grant from Beach Cities Health District. These funds would be used to purchase a trailer to hold the supplies needed for our youth education classes.

We might also receive funds from a California OTS Grant for which the Redondo Beach Police Dept. has submitted an application.

Jim is working with Steve Reichlin who will become the manager of the Youth Education Program.

-Youth Bicycle Education Program

We completed a program at Beryl Elementary on January 22nd...our largest to date.

Future classes are scheduled for Meadows Elementary on March 17th, Madison Elementary on March 23rd and Alta Vista Elementary on April 5th.

Sponsors and Grants

Jim reported that we are still waiting on contracts and checks from some of our sponsors.

He suggested that we might consider finding a new volunteer to be in charge of recruiting and renewing sponsors.

We hope to receive grant money from BCHD and the RB Police Department, as well as some funds from Phillips 66 where two of our members are employed.

Jim anticipates a drop in income this year because we have fewer sponsors and grants. Also, he does not know if we will receive any donations from schools when we provide our Youth Bicycle Education Programs like we did last year.

Jim suggested that we not order any new kits until we have new/paid-up sponsors. O.M.'s company might be interested in becoming one of our sponsors.

Ride Leader Program Status

There was no crash report for this month.

The CPR/First Aid, AED and Rider Down training program in January was a big success. Jim sent press releases to local paper, but didn't generate as much publicity as he had hoped. However, the class was worth it as we were able to train more than 20 of our Ride Leaders.

Jim reminded the board that we still need to review our Liability Insurance and clarify coverage regarding Club vs non-Club rides.

Bike Corral Status

We still plan to transition to rentals only, though we had considered involvement in some legacy events such as the Hermosa Beach Fairs. However, David Hui will be out of town this Memorial Day weekend, so Jim will be contacting Steve at Hermosa Cyclery about being responsible for the bike corral at this event. Jim will be meeting with Steve Musnicky (Fleet Street Organization) who manages a very successful bike corral rental program. He hopes to tap into his knowledge and experience so our rental program will be a success.

SBBC and BCC Club Merger Team

This proposed merger is still up in the air. Peter has asked for a brief pro-con statement from a committee member but has not received it yet. He hopes to have it by our March Board Meeting so we can discuss it and make plans for presenting the information to our members. There is a proposed org chart in Dropbox.

Joint Fundraiser:

There is no new information on this event which will probably be in May or June. Jim will check with our club members, Bonnie Nixon and Dan to see if they are still interested and available to work on this.

2017 Garment Status

Peter reported that we have approximately \$3,840 worth of inventory of our older garments, mostly in larger sizes. This does not include T-shirts. He will provide Donna with an updated inventory report for accounting purposes. Donna said since people don't usually pay for the T-shirts (they are given to volunteers) that they should be in a different accounting category.

Jim said that we do still need to have a 2018 Club T-shirt because that is part of our agreement with our sponsors. He mentioned that it is probably better advertising for them than our kits.

Jim reported that West Basin Water District is going to provide \$1000 for the design of garments for the WBMWD/B-4 Team for Best Buddies.

2017 Pay Instructor Policies

These payments policies are in Dropbox. We should review the LCI policy and update it if necessary. The SCI policy was updated in March of 2017.

Board Meeting

We decided that since we have many things on our agenda (such as a potential merger with SBBC, plans for annual election, and possible celebration for reaching 1,000 members) that we should have a meeting next month. It will be on March 13th.

Board Round Table

Donna reminded the Board that we hadn't voted on the request from the Redondo Beach Leadership Class to donate to their project for lights on a RB bike path. Jim suggested donating \$250. Susan made a motion to donate this amount, Peter seconded it, and the motion passed unanimously.

Susan made a motion that forms that contained information such as Social Security numbers should be placed in folders that only Jim and Donna could access. Donna seconded the motion and it passed unanimously.

Peter said he was going to be adding a new page to our Wild Apricot website. It would be for non-Club Events/Rides. This would allow members to see who else might be signed up for various events. It will be set up as a forum to allow members to exchange information on various rides, arrange carpools, etc. The Board agreed this was a great idea.

Julian commended Donna on the fine job she is doing of organizing and managing the Club's finances.

Susan moved that the meeting be adjourned. Peter seconded the motion.

The meeting adjourned at 7:09 pm.