

BCCC Board Meeting

Date: September 11, 2018

Location: Online

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

Unable to attend: Gary Parson, Vice President

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

The minutes of the regular Board Meeting and Executive Board Meeting on August 14, 2018 were approved via email on August 17, 2018.

Jim made a motion to approve the minutes of the Special Board Meeting on September 4th, 2018 since they had not been approved via email. The motion passed unanimously.

Because of questions from a board member, the requirements and content of meeting minutes were reviewed. Actions taken or agreed to be taken should be included in the minutes as well as motions and voting outcomes. Discussion does not have to be included in the minutes unless it's necessary to summarize major arguments. No motions could be made at the Special Board Meeting because it had not been announced in advance.

Treasurer's Report

There was no Treasurer's report this month.

Jim mentioned that when we work on our 2019 budget we will need to include more line items and categories because of the reporting requirements of our grants.

Sponsors, Donations and Grants

There have been no changes in this category since our last Board Meeting.

Ride Leader Program Status

There are no accidents to report, but the club still needs more L-3/4 Ride Leaders. Jim suggested that perhaps Board Members could encourage members to become ride leaders.

Bike Corral Status

Jim reported on the number of bikes parked on Labor Day, as well as the revenue from tips at all of our Bike Corrals this year (80% of which goes to the person who manages the corral and 20% to the club).

SBBC & BCC Club Relationship

There is nothing to report on this topic. Jim will ask Gary to represent the club on this.

Club Garments

Our new order of socks has arrived and the most recent order from Voler should be arriving around September 19th. The inventory of club items from previous orders has not changed much. In order to promote the sale of these items, Peter made a motion to reduce the price on the items by around 25%. It passed unanimously.

Kevin IV Pole Walk across America

Jim noted that Kevin has reached Day 100 of his trek. He commented on how easy it had been to donate to Kevin's cause, and asked if we could set something on our website so people can make donations to our Youth Education Program. Peter said there is already a way to make a donation to the club in general, but he will look into how we might set up another donation option.

Club Youth Safety Program

Trailer:

Jim felt that the bid we received for putting a skin with sponsor information on our trailer was going to be too expensive and wouldn't last that long. He asked Steve of Hermosa Cyclery come up with possible designs which he showed the Board. Discussion followed on the design/placement of lettering and logos, materials to be used, and the price structure and renewal options for sponsors. Jim made a motion that we provide Steve with the information he needs to price and prepare a final design, cost of which shall not exceed \$1800. It passed unanimously. Susan and Nancy will work with Steve and they can make the final decision on this project.

Grants:

Jim went over the time frame and requirements of the grant we received from the RBPD through the Office of Traffic Safety (OTS). We will need to provide them with quarterly reports on the use of their grant money. The Club can apply for another grant in January of 2019. Jim has asked the RBPD to consider partnering with VeloFix as well.

BCHD Partnership Proposal Status:

The club has responded to BCHD's initial proposal based on what was discussed at our Special Board Meeting. He also advised them that we want to be able to use some of the funds them to pay our instructors. We are waiting for a follow-up meeting so we can turn the draft into an implementation plan.

Improve Youth Education Master Schedule Spreadsheet:

The club needs to add more categories to this spreadsheet so we can more accurately track and report our expenditures by school, district, and # of children trained.

Policies

Youth Education Program

The club needs to improve our inventory system so we can monitor the distribution of helmets/booklets by school and/or district to comply with our grant requirements.

We need to consider additional scheduling options, such as every other year or third year, and Bike Rodeos.

Policies

The following items were moved to our next meeting:

Club policy regarding children becoming members and riding with the club

Club policy regarding what constitutes a club ride, and clarifying our Liability Insurance coverage re. non-club rides

PC Software/Hardware

Because board members and directors have experienced problems with Dropbox being full, Jim suggested that we start using My Cloud (Western Digital) for most of our document storage. It will take a while to make this move but the Board agreed that it is a good idea.

Jim let the board know that there are 3 Norton Anti-virus subscriptions available if any Board Member is interested.

Discussion of a celebration for reaching member #1000 was also postponed.

Board Meeting

Jim suggested our next Board Meeting be in November, but other board members felt we had items to discuss.

Jim will let us know when the next meeting is scheduled.

Round Table

Peter mentioned that he had posted training videos for the Youth Education Program on our website and asked Board Members to review them.

The meeting adjourned at 7:22.