

BCCC Board Meeting

Date: November 13, 2018

Location: Online

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

The meeting was called to order at 6:04 pm by President Jim Hannon.
Steve Reichlin and Jack Bauer joined the meeting later.

The minutes of the regular Board Meeting on October 11, 2018 were approved via email on October 22, 2018.
The minutes of the Budget Planning Meeting on October 18, 2018 were approved via email on October 22, 2018
Jim Hannon's email motion on November 5 to approve of the budget for the Holiday party was also approved.

Treasurer's Report

Donna will be sending a link to the financial report so Board Members can review it.

2019 Budget Process

The Board was briefed on the budget process at the October meeting.

A working meeting was held on 11/8 to review and improve the Club's reporting capabilities and processes for the Youth Safety Education Program. Donna, Susan and Jim participated and made significant progress.

The 2019 budget is not ready for approval yet. The Ride Leader Directors have asked for additional funding.

Discussion followed on the items and training they have requested. It was decided that the Board requires criteria and specific plans for safety equipment requested, training classes and Cycliq 12 bike cameras before giving final board approval in January.

The Education Director and the Youth Education Director approved their budgets.

Ride Leader Program Status

Crash report has not been updated.

SBBC & BCC Club Relationship

Project on hold.

Club Garments

Peter reported a new system has been activated which will make it easier to track inventory and will require less work. We will not be ordering new garments until the spring since we just recently had a re-order.

Policy Discussion

It was decided that the following items would be discussed at our December meeting, which will focus on club policy:

- Youths riding with club
- E-bikes
- Definition of what constitutes a Club Ride

Peter mentioned that he saw a new welcome letter in Dropbox. He volunteered to integrate that information with our current welcome letter and send it out to the Board for informal approval.

Club Youth Safety Program

Youth Safety Trailer Status:

Susan reported that the design has been finalized and we are waiting for a price quote that includes both decals and their installation so we can move forward.

Jim is still working on securing the appropriate insurance.

BCHD-BCC Club Partnership:

We have had meetings regarding our partnership with BCHD. The proposed partnership agreement would be for \$7500 for the 2018-19 school year. However, the agreement needs further review and discussion to define areas of responsibility and evaluate services offered. The November 19th meeting will be rescheduled.

Additional items to consider:

- Revise and update Youth Education Master Schedule to improve our data collection and reporting capabilities.
- Consider creating a Youth Safety Program Guideline document detailing who is responsible for what.
- Review a proposal to modify SCI pay policy:

Steve Reichlin sent proposed modifications to the SCI payment policy to Board Members.

He called in to the meeting to explain his reasoning behind the changes. The Board was in agreement with his proposed changes. Before final approval, Jim wants time get feedback from other SCIs.

PC Software/Hardware

Jim proposed that we replace Dropbox because it no longer meets our requirements. He recommends replacing it with WD My Cloud for access to Club governing documents, minutes, etc. Other options would be to use the back-up capabilities offered by Tech Soup or buy a new server. David Hui can advise and help with this changeover if needed.

Celebrate Club reaching member #1000 (Dec. or Jan.?)

Jim suggested possible ways to recognize this:

Newsletter Article

Group Photo

Press Release

SBBC/BCCC Fundraiser Event (March/April)

No further discussion at this time.

(Note: Gary left the Board Meeting at around 6:25 and returned around 7:20.)

Board Meeting

The next Board Meeting will be on Tuesday, December 4th.

The meeting adjourned at 7:22 pm.

The Board then went into Executive Session.