

Minutes BCCC Board Meeting

Date: September 17, 2020

Location: On line via ZOOM

In attendance: Gary Parsons, President
Mario Obejas, Vice-President
Susan Callaway, Secretary
Donna Martinez, Treasurer
Peter Richardson, Member at Large
Guests: Leila Grantz, Art Grantz

After roll call and establishment of a quorum, the meeting was called to order by President Gary Parsons at 7:06 pm.

There were no corrections to the minutes of the August 20th Board Meeting sent out by email; they were approved.

Attendee comments

There were no attendee comments.

Treasurer's Report

Donna reviewed the club's statement of activity.

Membership Status Report

Peter presented his monthly membership report. Membership numbers are steadily declining and most people don't respond to email asking why they didn't renew. Peter indicated some are people who live out-of-town. We will notify lapsed members when we start up again. The Board agreed with Mario's suggestion that we send a message to members regarding benefits they still receive such as ride route information on website and Strava. He will compose a message.

Insurance Claims/Member Biking Accidents

No club rides last month...no accidents or claims reported.

Action Items

1. Mario presented a statement he prepared regarding "one off" use of BCCC logo on custom printed clothing and accessories. It was approved.
2. Peter has gained access to the duplicate BCCC Strava account and renamed it Beach Cities Cycle. He is contacting members to let them know this is a duplicate account and they should join the official club account, which almost everyone has now done. Peter will delete the duplicate Beach Cities Cycle Strava account once all BCCC members on this account have joined the official Beach Cities Cycling Club account.
3. Peter will be putting old BCCC items on sale at discounted price once current Voler order window has closed.

Unfinished Business

1. *Status of plans to disseminate information on crash causes and video on avoiding road hazards*
Gary reported that he and Bill Ungar are attending a very informative ZOOM Savvy Cycling Class. He will find out if we would be able to use some of their material, but it would not include their approach to "taking the lane".
2. *Status of switching from Wild Apricot domain to BCCClub.org domain*
Mario has determined what needs to be done to accomplish this and will implement the change to the Google DNS record after the Monday, September 21st newsletter is sent out .
3. *Remove Jim from Quickbook account and private Facebook page; add Gary as administrator to both*
This has been accomplished. Also, the public Facebook page now has president@bccclub as contact.
4. *Removed BCCC address from Beach Cities Livability page*
Action item: Gary will follow up with Jim to make this change.

New Business

1. *Status of LA County Health Department Guidelines regarding group rides*
It looks like club rides might be able to restart when LA moves to next phase, possibly in mid-October. Gary will try to get information from Health Dept. and see what other clubs are doing. Mario will schedule a ride leader meeting in October.

2. *Identify responsibilities of club treasurer and consider these options: adding assistant treasurer, advertise for new treasurer, determine cost of part-time bookkeeper*

Leila Grantz is willing to be the assistant treasurer and might be interested in taking over from Donna. She is currently working with Donna to get an understanding of our system, but feels she needs more support. Gary will send her some information he has compiled on our transactions. Board agreed to let her have access to Quickbooks and to the Cloud and will provide her with a club email address; Gary and Peter will set that up. Don Young has agreed to schedule a QuickBooks Zoom training session to teach the BCCC Board how to generate custom reports and how to set up and track to a budget in QuickBooks.

Gary made a motion (Susan seconded) to appoint Leila as assistant treasurer; motion passed unanimously.

3. *Review and approve Job Descriptions*

- Ride Leader Director: Mario provided a possible description. A final version will be presented for approval at our next meeting.
- Bike Corral Director: Susan provided a description and revisions were discussed. Revised version will be sent to David Hui, our current director, to review.
- Insurance Director: Gary provided a description. Susan will make some revisions and it will be presented for approval at our next meeting.
- Sponsorship Director: Gary provided a description. Susan will make some revisions and it will be presented for approval at our next meeting.
- Newsletter Director: Gary will check with Mike Mosig and prepare a description.
- Grant Writer: Description not available, position temporarily on hold.

4. *Create a breathable facemask with BCCC logo.*

Peter says Voler now offers a neck gaiter with BCCC logo. He will send members a picture of it.

Gary showed a possible facemask design; will send prototype to *Vista Print* to see if Club can get discounted price for quantity order.

5. *Consider giving 2020 Platinum sponsors \$250 credit toward 2021 fee since we had no bike corrals this year*

Susan made a motion (Gary seconded) to offer the credit; motion passed unanimously.

6. *Set up BCCC "Social Hour" Zoom calls*

Gary will set this up and come up with some ideas/topics to motivate members to come join the ZOOM call.

7. *Bike related topics for monthly BCCC Zoom membership meeting*

Gary proposed bike nutrition for the first meeting and Board agreed. He has a speaker in mind, and Mario also knows someone.

Other suggestions were to see if Safety Cycle wanted to present a video about their services/supplies or if we could find someone to talk about stretching before/after bike rides.

8. *Transfer Jim Hannon BCCC files from his personal computer to BCCC Cloud*

Gary obtained thumbdrive with all club files from Jim. So far he has uploaded all Board meeting files to the Cloud. Susan is setting up folders with minutes from all of the meetings. He will continue reviewing the rest of the information on the file and add items to the Cloud as necessary.

Announcements/News

Peter: Voler store is now open, will close on Sept. 21, with delivery on Oct. 30.

Susan: Carol Kwan, West Basin Municipal Water District, has acknowledged receiving our year-end Youth Bicycle and Pedestrian Education Report.

Gary: Would like to update by-laws. Meeting was scheduled for September 24th.

Board Round Table

No comments.

Next Board Meeting: October 15th at 7 pm via ZOOM

The meeting was adjourned at 8:45 pm.



Susan Callaway, Secretary