

Minutes BCCC Board Meeting

Date: November 16, 2021 On line via ZOOM

In attendance: Mario Obejas, Vice-President
Susan Callaway, Secretary
Leila Grantz, Treasurer
Laura Lohnes, Member at Large
Steve Reichlin, Youth Education Coordinator
Members: Peter Richardson
Absent: Gary Parsons, President

After roll call and establishment of a quorum, the meeting was called to order by Vice-President Mario Obejas at 7:02 pm.

The minutes of the October 21, 2021 Board Meeting were sent out by email. No changes or corrections were made at the meeting; they were approved.

Attendee comments

None

Treasurer's Report

Leila reviewed the financial reports she sent to the Board. Our net revenue YTD is \$4659.00. We currently have \$79,921 in our bank accounts. We are at 81.6 % of our budgeted revenue and 30.47% of our budgeted expenses.

Leila would like Laura to be her backup both for the treasurer's duties and payroll input with Paychex. Laura said that she was willing to do this.

Membership

Peter reported that we currently have 338 members. This past month, 14 members renewed and we added 2 new members.

Insurance Claims/Member Biking Accidents

Mario reported that there was one accident this past month.

Youth Education Program

1. Sales Agreement with Paychex: Susan will obtain a copy of the sales agreement for the Board to review and approve, per Mario's request.
2. Use Good Hire for Background checks of our employees: After discussion of how extensive the background check should be, Mario requested information on what the next level of background check would cover and the price. Laura will check with a nonprofit organization she's worked with to get information about using Live Scan. Teachers and volunteers at schools are also checked using the Megan's Law website and we can do the same for our instructors.
3. Review and approve Pedestrian and Bike Safety Education Agreements with Hermosa Beach Consolidated School District and Redondo Beach Unified School District: After review and discussion, Susan made a motion to approve the agreements, Leila seconded it. The motion passed 3-1.
4. Review and approve job offer letter and job descriptions for Youth Education Coordinator and Instructor: Some revisions to the wording of the letter were suggested. A revised version will be sent out for the Board to review via email. Some minor changes were made to the job descriptions. Laura made a motion to approve the revised version, Leila seconded the motion. The motion passed unanimously.

Action Items

None

Unfinished Business

1. Status of appointment with nonprofit lawyer to advise on issues related to nonprofit expenditure and governance: Per Mario, the information should be ready by Friday for Board to review and comment on. Next it will be sent to lawyer to review, after which an appointment will be scheduled for Board to meet with lawyer.
2. Status of potential new sponsor, Sunday Insurance: No updated information available.
3. Options for trailer: Susan spoke with Jim and he said SBBC would probably be interested. He stated that he thought SBBC and BCCC should work out a plan for the ownership of this and other equipment. If neither organization wants the trailer,

then Lauren Nakano at BCHD said they would like input on who should receive the trailer since they provided the funds for us to purchase it.

4. Date and location of holiday party: Per Mario, Kristen is having a difficult time finding a location that is available and reasonably priced. Rock n Brew is one possibility. The dates being considered are Dec. 5, 12 and 19, starting at 4 pm. It was suggested that an earlier start might be better if we are going to be outside. Susan will ask Kristen to see if an earlier start time will give us more options.
5. Report on Voler Order:
Laura said 32 members ordered 63 items, totaling almost \$5000 in merchandise. Anticipated delivery date is Dec. 17th.
6. Status of Cycliq camera reimbursements: To date, 5 members have been reimbursed; others have signed up, and will be reimbursed when cameras are purchased and the paperwork is submitted.

New Business

1. Laura has left messages and emailed the city of Redondo Beach to find out if we need a business license to rent out bike corral equipment. Next step will be an in-person visit.

Announcements/News

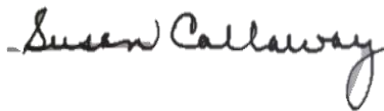
None

Board Round Table

- Susan asked if anyone had responded to the email the Board received about cycling pain relief products. Per Mario, it is spam and should be deleted.
- Leila asked that the 2022 budget be put on the agenda for our December meeting.

Next Board Meeting: Tuesday, December 14th at 7 pm via ZOOM

The meeting was adjourned at 8:47 pm.



Susan Callaway, Secretary