

## **Northern California Velodrome Association Board of Directors Meeting – May 2009**

Location: Hobee's Restaurant, Palo Alto, CA

Date: May 21, 2009

2009 Directors present:

1. Rick Adams
2. Mike Hardaway
3. Cathy Morgan
4. Brian Peterson
5. Keith Rabbin

2009 Directors absent:

1. Peter Bohl
2. Warren Geissert
3. Matt Martinez

NCVA Members Present:

None

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Meeting called to order by President Brian Peterson at 7:00 P.M. and the April minutes were approved with the following change: Rabbin noted that it should be clarified that regarding the database, he will write specs and a proposal to the Board and will then solicit bids from programmers.

### **TREASURER'S REPORT:**

Adams: Year to date expenses include locker expenses, speaker purchase, electrical work, lap cards, marketing/communications (website and internet included). Income includes the income from the women's track camp. Upcoming expenses will involve AVC costs and fall maintenance work.

### **OLD BUSINESS:**

1. Shade structures: Hardaway has obtained quotes for two sizes and the cost ranges from \$3,900 to \$5,000.
2. Women's Clinic: The clinic was extremely successful and there has been a lot of interest and requests to have additional women's clinics. It was suggested that there be incentives for promoters to have W4 races.

### **NEW BUSINESS:**

1. CPR requirements: Peterson said there were a number of questions that

came out of the CPR training: (1) Should we add transfer of liability to the accident report form? (2) Master accident list—how to maintain? Right now there is only the hard copy. Can we build a Google document with all accidents listed? (3) What is the next step? (4) Revision of the Supervisors' Manual – need to finish.

2. Saturday sessions: The consensus is that there should be two supervisors on Saturday sessions in the summer. There should also be a notice go out to let the community know that the Saturday sessions serve various purposes: community involvement; training new racers; non-profit. Peterson will check with John Simmons on how to get supervisors to volunteer for Saturday sessions. The second person can also be a Hellyer regular who is not a supervisor. This would be a good way to increase the volunteer base. **ACTION ITEM:** Peterson to draft email to NCVA.

3. Junior consent: It was noted that there must be junior and parent consent for juniors to ride. The question came up regarding injury to a junior and what if the parent is not on site. What can be done? Should we consider a separate release for care? **ACTION ITEM:** Adams to ask the County what they do for their children's programs.

4. First Aid kit: Who is charged with the task of replenishing the First Aid kit? No one person is officially charged with this. There should be a volunteer to check it once per quarter and an inventory list. **ACTION ITEM:** Peterson to talk to Simmons regarding the inventory list, then send an email to the NCVA requesting a volunteer.

5. County AED: **ACTION ITEM:** Adams to follow up with the County to see if they have an AED.

6. Saturday session emphasis: Supervisors should emphasize the purpose of the Saturday sessions to all participants (emphasis is on the beginner's learning session, not racing).

7. Friday night races, under 25 riders: Michael Hernandez has requested that the \$5 NCVA use fee be waived for under 25 riders. Rabbin moved that we waive the \$5 fee. Second by Adams, passed.

8. Motor pacing guidelines: The requirements for motor pacing are on the website. Item #12 requires that a copy of all paperwork be on file at the track. After discussion, this item will be changed to proof of current paperwork shall be presented to the Supervisor on Duty, on request.

With no other matters to discuss, the meeting was adjourned at 8:40 P.M.

Submitted by Cathy Morgan, June 12, 2009