

**NORTHERN CALIFORNIA VELODROME ASSOCIATION
BOARD OF DIRECTORS MEETING**

December 13, 2012
Hellyer Park Visitors Center
985 Hellyer Avenue
San Jose, CA 95111

Pursuant to notice duly given, a meeting of the Board of Directors (the "Board") of the NORTHERN CALIFORNIA VELODROME ASSOCIATION, a nonprofit California corporation (the "NCVA"), was held at the Hellyer Park Visitors Center, 985 Hellyer Avenue, San Jose, CA 95111 at approximately 7:31 PM.

Board members Peter Bohl, Beth Lubov Butrymowicz, Elizabeth Hernandez-Jones, Steve Jones, and Greg Tsutaoka were present in person. Rich Allen, Liz Carlson, Michael Hernandez, and Dan Smith were absent.

Mr. Jones acted as Chair of the meeting and Mr. Tsutaoka acted as Secretary.

1. Board Resignations

Board members Jonathan Racine and Cindy Glass resigned for personal reasons.

Mr. Racine has to excuse himself from a large number of our Board meetings due to conflicts with his career. Therefore we have mutually decided it is best for Mr. Racine to resign his position on the Board.

Ms. Glass has a new business venture and therefore her time is unavailable. We accepted Ms. Glass' resignation as Board member and Treasurer.

2. Interim Treasurer

The official financial responsibility of the NCVA has been shared between Ms. Glass and Mr. Jones. With the resignation of Ms. Glass, Mr. Jones will act as the Interim Treasurer until the January Board meeting. This will allow the Board to evaluate options.

Ms. Glass has agreed to continue providing bookkeeping support during the transition.

3. Minutes Approval

On motion made by Ms. Lubov Butrymowicz, seconded by Ms. Hernandez-Jones and motion carried the minutes of the November 8, 2012 Board meeting were approved, with Mr. Tsutaoka abstaining.

4. Treasurers Report

No Treasurer's report was submitted for approval.

5. Locker Lottery

Thanks for all 19 people whom participated in the NCVA Locker Lottery. The complete list of names whom submitted an entry to be included in the lottery are below, all names were confirmed by 3 board members, placed in box, shuffled and then pulled with the first three being:

Uri Friedman
James Enright
Lee Povey

If the lockers are not secured, they will go in order to the following 5 people, with payment required to secure within a 24 hour period:

Adrienne Belliveau
Aaron Hunter
Heather Ross
John Cheetham
Mark Altamirano.

19 people whom participated in the NCVA Locker Lottery were Uri Friedman, Gary Bridges, Aaron Hunter, Heather Ross, Shannon Bhatia, David McCook, Natalie Dell, Natalia Hernandez Gardiol, Vladan Strbac, Mark Altamirano, Dave Maminski, Fergus Liam, John Cheetham, Adrienne Belliveau, Andrew Nevitt, Michael Burrows, James Enright, Neil Wright, Lee Povey

6. Committees

Policy and Procedures Committee: Mr. Jones discussed the electronic DocuSign system for NCVA / County waivers as a replacement for paper waivers. Mr. Jones made motion for \$1,050 renewal fee; and \$1.50/waiver or approximately \$850. Mr. Tsutaoka seconded, and unanimously carried

Mr. Jones made motion for annual ATRA membership costs for \$1,400 2013 premium, \$100 waiver of subrogation, and \$150 dues or \$1,650 total. Ms. Hernandez-Jones and unanimously carried.

Infrastructure Committee: Ms. Hernandez-Jones reviewed the Infrastructure committee report submitted by Ms. Leap-Carlson.

Track Scheduling Committee: Ms. Hernandez-Jones discussed new promoter and supervisor meeting on December 16, 2012. Mr. Bohl and Mr. Jones discussed a punch list for supervisors. Mr. Tsutaoka summarized discussions including NCVA's intent to permit with USA Cycling all Wednesday and Friday as training series races. NCVA results coordinator Kristen Hill.

Marketing Committee: Ms. Lubov Butrymowicz discussed the creative design projects (e.g. newsletter/posters, etc) for marketing communications, Facebook and Twitter logistics, community public relations discussions including a tent at the NCNCA Early Bird Series.

Hellyer 50th Anniversary Committee: Ms. Hernandez-Jones and Ms. Lubov Butrymowicz discussed the Hellyer 50th Anniversary banner wrap to the Hellyer logo. May, June, July 50th events.

7. Adjournment

There being no further business for discussion, the meeting was adjourned at approximately 8:38 PM.

GREG TSUTAOKA

Greg Tsutaoka
Secretary