

**Minutes of the Board of Directors Meeting  
of the  
Northern California Velodrome Association (NCVA)  
March 15, 2018, 7:05 PM, Sports Basement Campbell**

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 in person at Sports Basement in Campbell, commencing at approximately 7:05 PM.

**In Attendance:** Bill Nighan, Kira Maximovich, Annabell Holland, Mark Rodamaker, Stelios McDonald, Sarah Trent (calling in), Sara Stearns

**1. Introductions were made**

**2. Board Director Reports:**

**2A. Treasurer's Report (Sarah Trent)**

○ **Total in Accounts:**

- Juniors account - \$9951.00.
- Main account - \$88,934.00
- Lighting experiment accounted for a debit of \$1700.00
- Not up to date on envelope collection. Deposits are current up through mid-January 2018.
- Sarah has made steps towards a credit card through PayPal and towards an accounting system. "Square" had workman's comp, found by Annabell. Sarah is looking at "Quickbooks", to explore what its capabilities are. Possible to use a temp agency. Annabell will help with looking into a temp agency. Temp agencies will be the easiest to use, but probably the most expensive.

**2B. Vice-President's Report (Annabell Holland)**

- Storage for women's loaner bikes. Bill offered the Turn Three Container, but it needs to be cleaned out. Annabell asked for permission to look through the parts container to see if any are usable for the women's loaner bikes. There is no space left for any more donor bikes for the women's program.
- Bill proposed one year for using the container for women's bikes. Annabell asked for two years. Bill agreed. Board agreed, unanimously. Sara asked about acquiring another container. Discussion followed.
- Aerotesting session, payment for the session was discussed.
- Insurance. Annabell reviewed our insurance coverage. Particulars were discussed. We have co-pay for riders, only if they are insured. Our insurance is not meant to completely cover rider injuries.
- Our general liability insurance coverage was discussed.
- USAC vs ATRA coverage was discussed. Our NCVA waiver was discussed. Our risks were discussed. We are protected if we follow the rules we have established with regard to rider experience on the track, supervisor experience, and our general guidelines. Wheelkids was discussed.

**2C. Secretary Report (Sara Stearns)**

- Sara asked for more time to prepare edited minutes. Discussed how to write the minutes, and how to distribute them.

**3. Committee Updates**

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### 3A. Infrastructure (Kira Maximovich, Chair)

- Two new experimental LED lights went up on the back stretch. Measurements were made, which came out well, but apparently there was a lot of glare. We will ride the track with the new lights to get a good feel for how well they illuminate. How the light measurement was made was discussed. The new lights came out brighter than prediction.
- Different light solutions were discussed, including self powered infield lights.
- Jason and Jamie are very enthusiastic about our proposed track improvements.
- Jason has ideas on landscaping. Kira reported that she liked his ideas. To wit: Jason is not concerned about the squirrel holes. He discussed ways of eliminating the squirrels. He talked about the need for deep mulch as opposed to river rock.
- The responsibility for maintaining the grounds was discussed. It was agreed that we are in a good place to start conversations on grounds maintenance with the county. We need to have our walkthrough with the county people.

### 3B. Scheduling (Bill Nighan, Chair)

- Scheduling is going well, except we are about to lose Kevin. He is leaving by May. Kevin recommended creating a new Google Calendar. Apparently we can't edit the new one. It was suggested Bess Hernandez take care of the new calendar. Annabell will ask her.

### 3C. Sponsorship (Sarah Trent, Chair)

- Nothing new in sponsorship.
- Bill said he'd talk to the Sports Basement people about sponsorship for a rail board. Annabell suggested putting it out to the public via Sports Basement for nonprofit donations to Hellyer Park Velodrome.
- Rail boards need painting, but lights need to be completed first.
- Bill will take on finding quotes to paint the rail boards. Mark said that the containers need painting. Sara chimed in about painting the judging stand and the infield gazebos.

### 3D. Upgrades (Annabell Holland)

- Nothing new in upgrades.

### 3E. Supervisors (Bill Nighan, acting)

- Since the last board meeting, Bob Cronin has resigned as Chief Supervisor. It seems to be in response to Bill's handing of getting Larry Nolan credentialed as a supervisor. Bill wanted that to get done, and it seemed to be moving slowly.
- Mark Koenig is interested in becoming Chief Supervisor. Scheduling of supervisors is particularly important in that role.
- Bylaws state that the chair of the board committee must be a sitting board member, and Bill said he'd assume that role.
- Larry Nolan is happy to do a 22 week Monday night session. Liability was discussed, because Larry has not formally checked the boxes for supervisor accreditation. Discussion followed.

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We agreed to document the rationale as to why we feel Larry is qualified to be a supervisor, so we have liability coverage. The decision was made to have Larry do one more Saturday session with either Mark Koenig or John Simmons.

- Reasons for not getting any new supervisors for the last three years was discussed. We agreed the process needs to be streamlined.
- Doug Ambrisco continues to do quite well. He needs a CBC and background check. Annabell will forward the name of a company to do that, Bill will check on it. Doug is interested in Saturdays.
- Bill discussed Larry's proposal for his Monday Night's Sessions. This was the catalyst for a new discussion on track fee structure.

### 4. NEW or OTHER BUSINESS

- Discussion of Track Fee Policy. A fee table was approved in 2015. \$10 NCVA fee, \$5 for racing.
- A revenue split, 80/20 with a \$5 minimum was discussed. Apparently that did not come out in the recent fee email. Discussion followed.
- Annabell stated that the 80/20 fee structure was discussed and passed on February 20, 2016. Bill discussed that with the County officials at that time. The fee structure was NOT implemented at that time because there was animosity from the public about a survey which discussed raising fees, and there was question about the county supporting it.
- It was decided that from 15 March 2018 going forward the 80/20 - \$5.00 floor will be implemented. The motion was agreed to and voted on by the board for a new fee structure for coached sessions. The new coaching fee structure is 80/20 split with a \$5.00 minimum. This will be presented to the County.
- Sarah and Bill will discuss a need for a table as a sub committee.

Bill Nighan made a motion to adjourn the meeting at approximately 8:43 PM, the motion was unanimously supported.

Sara Stearns; recording the minutes of the March 2018 NCVA Board Meeting