

**Minutes of the Board of Directors Meeting  
of the  
Northern California Velodrome Association (NCVA)  
November 15, 2018, 7:00 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 7:00 PM.

**In Attendance:** Bill Nighan; Kira Maximovich; Annabell Holland; Mark Rodamaker; Sara Stearns; guest, Aldene (?); guest, Eric Salander

**1. Introductions were made**

**2. Board Director Reports:**

**2A. President's Report (Bill Nighan, President)**

- Memorial for Peter Bohl – concern over the poor air quality in the Bay Area due to the Camp Fire. Hopefully the memorial will be able to happen, but if the air quality doesn't improve it may be postponed.
- Painters can start December 3. off of the track. The track will be closed for the painting project.

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

- The website is still being worked on. However, the new website was close to going live. There were still items that needed to be "cleaned up" or "changed".
- There needed to be an updated list of who the current board approved supervisors were on the website.
- Eric spoke about how our website addresses coaches. Compared to other track sites, we have minimal information about coaches on our site. Eric was trying to find out if we had criteria for coaches to be listed on the Hellyer website. We had no criteria to add a coach to the Hellyer coach list. Eric felt it was a service to people who were new to the track and were interested in a coach for a current list to be maintained. Consensus was that it was not something that needed to be maintained. Discussion ensued. As Kira said, "no good answer". Further discussion needed.
- How do we launch the website? When do we go live? Bill proposed that we will entrust Annabell to use her judgement as to when to launch the website. Board agreed.
- Annabell suggested we needed to put criteria on board meeting attendance for prospective/future board members. Unanimous agreement among board members in attendance for this. The criteria should be part of the announcement for prospective board members. A maximum of 2 missed meeting per year was approved.
- Annabell said that our by-laws needed to be updated in the a future.

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

- Sara promised to have the outstanding minutes completed before the next board meeting. Annabell and Eric said the minutes were posted on the website through July. Annabell was working on getting the submitted minutes not yet approved edited for approval.

**2D. Treasurer's Report (Sarah Trent, Chair)**

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- Sarah was not present, nothing to report (see “Scheduling Committee” for discussion on this topic).

### 3. Committee Updates

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

- One of the Eagle Scouts finished his project. He landscaped a small area adjacent to the front track entrance. Kira said it looked nicer than it had previously. Kira said the Scout reworked the County Sign, and moved it to a post. The actual height of the post was yet to be determined. All agreed that the area looked very nice. The job was completed in less than a day and a half.
- Kira said the office container was very rusty. Sara said new containers cost “about \$1800”. Kira said refurbishing the old one could be a Scout Project. She suggested a mural on the side. Discussion ensued about a mural. Kira said the structure of the track was more important than beautification, and should be addressed first. Bill chimed in that an acquaintance of his ran a soil sampling company, and would look at the track. He needed information about the existing track substructure before he could proceed. Bill said he would speak to a County Park employee about obtaining that information.
- Kira had not spoken with the Eagle Scout who was going to refurbish the judge’s stand.
- Eric asked about flashing around the bottom of the boards to keep the squirrels out. There were palm trees growing in the drains again. The board agreed to address these items after the painting job was completed.

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

- Lisa Kiratsous has been doing a good job with scheduling. Lisa agreed to do Accounting work as well; Sarah Trent had been advised but had not yet responded. Bill said he’d resend the email to Sarah about collaborating with Lisa about finances.

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

- Nothing new in sponsorship.
- Bill expressed interest in taking over Sponsorship Committee for 2019.

#### 3D. Upgrades (Annabell Holland, Chair)

- Nothing new to report.
- Annabell reminded the Board that Matt Martinez was to CC her with his RFP to USAC concerning the 2020 USAC Nationals. She had not received an email from Matt as of the time of this meeting. Time was important, and we needed the information.

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

- Nothing new to report. Things are working well. The Saturday morning format has been working well since it was changed.
- Barbara Gicquel was being trained as a supervisor, as was Barry Perkins.

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- Kira said it would be nice to have one or two supervised intermediate sessions per week. The problem with the open intermediate sessions was with people who were not truly intermediate level riders mixing with riders of greater skill who also had a structured workout they were trying to do. Discussion ensued. Kira suggested rules. For example, a set warmup time. If a rider missed the warmup, then they would need to warmup on rollers or a trainer. These rules needed to be established and enforced. The rules do exist and are published on the website.

### 4. NEW or OTHER BUSINESS

- Aldene offered that a bike bag was available for use from Los Gatos Cycling Club.
- Erik mentioned liability insurance, and a discussion ensued. Annabell suggested that D & O insurance was an appropriate and professional expense to make as a non-profit organization. Eric said he'd follow through on insurance coverage options.
- Annabell spoke about evening sessions, and other session and moving away from the "First come, first serve" model with amore coordinated approach. She offered to head up this process.
- Bill spoke about the ODP (Olympic Development Program) email he had received from USAC. He said board action wasn't required, they just wanted a "champion" to further their cause. USA Cycling was looking for looking for local regional coordinators to assist in developing sustainable programs at the country's tracks where young athletes can learn and thrive regardless of their racing aspirations. USAC does not have the local connections to regional tracks which is why they contacted "us". The want help in enhancing or developing new track clubs, and implementing or sharing new or current track curriculum. The intent is to grow track riding on the local level. If we know someone who is interested, please send a resume to Travis Smith. Very little information other than that was provided. Discussion ensued. It pointed to the fact that we needed attractive programs to enable people to come to the track. We needed someone who wanted to develop and implement a junior's program. Bill said he'd contact USAC for clarification.

Bill Nighan made a motion to adjourn the meeting at approximately 8:17 PM, the motion was unanimously supported.

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