

**Minutes of the Board of Directors Meeting
of the
Northern California Velodrome Association (NCVA)
February 17, 2019 7:00PM, 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, Lisa Kiratsous, Barbara Gicquel, Matt Rodriguez, Erik Salander, Mark Koenig, MaryAnn Levenson (calling in), Sarah Trent (calling in), Sara Stearns

1. Introductions were made

2. Board Director Reports:

2A. President's Report (Bill Nighan)

- Bill asked for the officer's report before he made his report.
- Barbara Gicquel asked about having Sports Basement "turn down the music" during our meetings, because it was loud enough to where it could be difficult to hear. Bill and Annabell asked her if she could look into that, and while she was doing that, to please schedule formal dates for our meetings on the premises. Barbara agreed to do that.

2B. Treasurer's Report (Sarah Trent, Lisa Kiratsous)

- **Total in Accounts:**
 - \$53540.00 is in the main account, and \$10600.00 is in the junior's account. Sarah reported she is almost done with the profit and loss statement from last year. Total income for the year of 2018 was \$24000.00, and our total expenditures were \$63000.00. We were net negative of \$39000.00. If the capitol improvement costs were not counted, we would have come out ahead \$13000.00.
 - The 1099 has been filed.
 - We received a bill from the County for overtime on the 23rd of January for two hours at \$80.00 per hour. That had been approved by the board for a 50/50 split on the ranger overtime through the middle of February. The track will pick it up after the middle of February. Sarah will forward the bill to Annabell. The Park charges a minimum of two hours.
 - Locker rentals are all square. There is a new person in the one locker that was open.
 - Lisa and Sarah are collaborating. Lisa said she would like to change the bank to one that is closer to where she lives. Sarah suggested that it should happen when the transition from Sarah to Lisa officially happens so she can complete the withdrawals and other things that need to be done.
 - Bill suggested First Republic Bank.
 - Non profit status form has to be filed. Sarah needed the financial information for 2018 before filing.
 - Bill asked if there was progress on obtaining a PO Box near the Park. Kira reported that there was nothing close to the track. Kira asked about the viability of having a physical mail box put into the Hellyer Park office. It was agreed that was a good solution, and Kira said she'd explore it. Bill said it was important that we receive our "anything financial" mail.
 - Erik asked about our nonprofit status. We receive a notice every other year. We missed a mailing due to our lack of a mailbox, lost our nonprofit status, and had to reapply for the nonprofit status this year.

Northern California Velodrome Association (NCVA) Board of Directors Meeting

Dec 15, 2016

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

- Annabell reported that our lease is due this year, expiring in August 2019. Five year lease with five year renewals up to a maximum of thirty years. We need to exercise our options every five to fulfill the requirements of the lease. We have outstanding for this year the painting of the lines on the track. We have submitted our request for lease extension. Bill received notice stating that the County Board of Supervisors have received the letter of our request to renew. We will receive notice of approval from the Supervisors. We will submit a request for landscaping review to the County Legal Department after the lease is approved.
- We are in a three year disagreement with the Park on the landscaping in the velodrome. They should be doing the entire facility. They do not, they only work the area outside the fence. We aren't asking for any more than weed abatement, but we haven't received any response from the Park. We will have another meeting with the Park on our annual walk through and ask about landscaping, again. We need help with the landscaping and squirrel abatement.

2D. Secretary Report (Sara Stearns)

- Sara reported she had completed and submitted the minutes from the month's previous meeting.

3. Committee Updates

3A. PR Director (Erik Salander, Matt Martinez)

- Annabell said she received a question concerning how much promoting does the NCVA actually do. She noted that not all of the promoters are good at promoting themselves. Annabell created a one page flyer with all of the events for 2019 listed on it. She hoped to get the promoters into a system to where they remind folks about their events. The season looks promising. Bill said he hoped we'd get to the point where we have series similar to LAVRA, where sprints, TT's, and mass starts happen approximately once per month.
- Erik spoke about his idea for a BAR/BAT (Best All around Rider/Best All around Team) competition similar to what the NCNCA does for the road season. The goal is to support the promoters by helping drive more entries to their events. Erik has been exploring how to score such a competition on the track. We have WNTL, where categories could be figured out and points awarded. It is not an exact science, and everyone who races road understands that. Erik suggested we look at it for next year. There would be no BAT, just the individual riders BAR. T-Town (Trexlertown) does something like that for the Elite categories. We could expand it to include Masters
- Categories. He suggested we could get sponsorship for the series.

3A. Infrastructure (Kira Maximovich, Chair)

- Kira said the AED (defibrillator) had expired and the pads needed to be updated/replaced. She would take care of it.
- The first aide kit was "a mess". Annabell said we needed someone to be responsible for the first aide kit. Kira said she could put together a very basic kit. The Park Rangers are trained first responders and have a full EMT kit. We don't need something that involved, just a basic kit.

Northern California Velodrome Association (NCVA) Board of Directors Meeting

April 21, 2016

- The Eagle Scout who wants to refurbish the judging stand brought his mom and met with Kira. They examined the judging stand and came to realization that project was “very big”, too large for the Eagle Scout. In addition, they are not allowed to do any work which would require them to use a ladder, or do any work “up high”. Kira felt it would be reasonable to have him do the work needed below the deck – replace rotting wood, repair steps, paint work, etc. We’d replace the banner and do the roof. The work needs to be done by May 1, and if we needed to hire it out, we need to know. We need a “completed by” date.
- Line painting needs to be completed before August.
- The squirrels are back. Kira observed them jumping over the rail, not just going under the boards. A document needs to be put together outlining the threat the squirrels are to the track infrastructure so the Park takes action to control them. Squirrel discussion ensued! Bill asked if someone would take up the task of calling a pest control company to come out to the track to generate a quote concerning eradicating the squirrels. MaryAnn said she would take of it.
- Sara and Matt will discuss the sound system upgrade proposal between themselves.

3B. Scheduling (Annabell Holland, Chair)

- WNTL is scheduled. Bill said that WNTL needed to be put out for bid. He said the board had agreed that Matt and Daryl Hemenway be given first right of refusal for the WNTL Series because they have done such a fine job running it in the past. Matt had to recuse himself because he is on the Board. Annabell made the motion that the WNTL first right of refusal be extended for next year as well. Seconded. The offer was made to Matt, unanimously approved by the Board. Matt accepted, and will be running the WNTL with Daryl Hemenway.
- Bill said the junior training needed to be discussed. Annabell said the Harry Lee Training Sessions were ready to start in March, on the second and fourth weekends. They’d go through March, April, May, June and then July every weekend. The proposed coach is Chris Bonilla, who is now a supervisor and USAC Coach. His proposal is for teaching 10 to 18 year olds. Andrew Lanier felt it would be a good idea to have an adult supervisor with Chris for the first couple of months to help make sure the parents aren’t abusing Chris and that there is some respect for Chris from the older kids. Chris is eligible to be paid as a USAC coach. It was proposed that a fee be paid to the “helper”. Bill thought the proposal was a good one. Sarah discussed using the system we are currently using for paying the people who run the Saturday morning sessions. The Board felt that was a good idea. Sarah felt it was easier for her to cut checks for payment; Lisa could use the system she preferred, either checks or PayPal. Erik asked about the schedule so he could put it on the website.
- Facebook was discussed. Erik and Mark suggested that we use more social media. Share anything on the Hellyer Facebook group page that has to do with track. It really bumps up the social media reach. Erik said we have two Facebook entities. One is a “page” and one is a “group”. The “page” is a place were only admins can post. The “group” is where anyone can post. He asked if we could ask our friends to “Like” the group page by using the drop down list on the right side of the page. The idea is to expand the reach, make the page presence more visible.
- MaryAnn thanked Matt for setting up time trial events. She asked if we could add additional events, because not all of us like to go to LA for LAVRA every month. Matt said he superimposed the NCNCA road and LAVRA calendars to see what was available that wasn’t a conflict. Annabell suggested that the discussion be taken off line for further discussion

Northern California Velodrome Association (NCVA) Board of Directors Meeting

Dec 15, 2016

about dates. We are missing July dates and need to add some. Further discussion ensued, including concerning adding a “road bike TT event” to be held on the track. They’d be riding road TT bikes, not track bikes. Matt felt it was a way to get more road people on the track. Annabell suggested scheduling a conference call with MaryAnn and Matt to flesh the idea(s) out.

3C. Sponsorship (Bill Nighan, Chair)

- Bill announced he has sold three three year sponsorship railboard spaces. They have all confirmed, and Bill said he hoped to use PayPal for the invoicing. Murray Engineering, Bike Flights, and Tony Colicchio (race cars). The cost is \$600 per year, or \$1500 for three years, plus the cost of the banner which Bill has been quoting at \$150. Kira expressed concern that three years is a long time to have a railboard banner last, and asked if we would have to pay to have the banner replaced or refurbished if it was damaged or wore out. She suggested a long lasting material. Bill responded that on the one year rentals, the sponsor would pay for the banner. For the three year rental, we’d pay for worn out or damaged railboard banners. Bill said he’d create a spreadsheet for internal tracking of clients and banners.
- Bill asked who did the banner Bess had made for Peter’s Memorial Banner.
- Kira suggested an upcoming Eagle Scout Project would be a new “Hellyer Park Velodrome” sign on the turn three and four rail boards. Mark spoke of a sign painter doing it.
- Erik asked if we should bundle sponsors into advertising on the website and railboards.
- Sarah said that Jakroo had offered to do railboard banners for us if we allowed them a railboard banner of their own. Discussion ensued about which material to use and which would be longest lasting. Bill said he’d find a banner supplier. Matt spoke about the costs associated with making banners.
- Matt suggested that we sell reusable railboard banners for each race in order to facilitate race sponsorship. Any race they sponsored would have their banner up on the railboard, and removed for races they did not sponsor. He suggested alcohol sponsors could do that and not technically be sponsoring the velodrome itself, which would be within the rules of the charter, because their banners would only be visible in a race they were sponsoring. There are no rules about such sponsorship for the website.
- Matt said he was working on kit sponsorship with Castelli. He was working a sign vs. kits exchange angle. Erik told Matt whom he should be talking with at Castelli. Sarah asked if this would conflict with Vie 13 kit sponsorship we currently have. Matt said it would not.

3D. Upgrades (Annabell Holland)

- Matt said there was one upgrade request, but the rider did not have enough points, so it was moot.

3E. Supervisors (Mark Koenig, Chair)

- Mark said three Saturday sessions had been rained out. All was going well otherwise.

4. NEW or OTHER BUSINESS

- None.

Northern California Velodrome Association (NCVA) Board of Directors Meeting

April 21, 2016

Bill Nighan made a motion to adjourn the meeting at approximately 8:35 PM, the motion was unanimously supported.

Sara Stearns; recording the minutes of the February 2019 NCVA Board Meeting