

**Minutes of the Board of Directors Meeting  
of the  
Northern California Velodrome Association (NCVA)  
December 19, 2019 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:** Lisa Kiratsous, Sara Stearns, Erik Salander, Bill Nighan, Annabell Holland, Kira Maximovich

**Absent:** Mark Rodamaker, Sarah Trent, Matt Martinez, MaryAnn Levenson

**Calling In:** Barbara Gicquel, Joe Atmore

**1. Introductions were made**

**2. Board Director Reports:**

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

- Bill thanked everyone for having him as a Board member for the past three years. He expressed happiness with the progress that was made with the track's infrastructure. He felt the Board and Track were in good hands with the new 2020 Board.
- The 2020 Board ratification will be under "New Business".

**2B. Treasurer's Report (Lisa Kiratsous)**

- Lisa reported that there was \$36927.30 in the Main Account; Juniors Account has \$11390.68; our CD has \$25208.35 (interest of \$124.13 added); PayPal \$7662.45; Total \$81188.78.
- Expenses - Zavvy, Amazon, Ranger overtime, Chris Bonilla, Post Office Box rental reimbursement, PG&E, Supervisors; totaling \$677.87. Two outstanding checks; one for ATRA (\$2050.00), and one for Junior Nationals Scholarships (\$500.00).
- Session fee revenue \$1755.32 – interest for the CD, cash deposit, race fees, banner payment, and one annual pass.
- No update on the FTB 3500 approval from the Franchise Tax Board, yet.
- ATRA insurance was paid up for the entire year of 2020, the cost was \$2050.00
- Lisa suggested procuring a "deposit safe" for track proceeds. She will have the Supervisors use smaller envelopes so they can be placed in the safe for collection by Lisa. A motion to purchase the safe was made and approved by the 2020 Board.

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

- Annabell reported that parking pass requests for Board members had been submitted to the Park. Park officials responded and said the passes would be ready soon and would let Annabell know when that was done.
- Annabell checked with Bess Hernandez to make sure she would start the 2020 Online Waivers process. Bess agreed to do that.
- A new group contacted Annabell expressing interest in rental of the facility in 2020.
- Matt has the 2020 racing schedule for the track and his road racing schedule for 2020 was confirmed. Annabell hopes to have the schedule out before the New Year. She will send the track schedule, which includes championship races, to Erik Camacho of the NCNCA to ensure there are no conflicts with the 2020 NCNCA road racing schedule.
- Fergus Liam proposed refurbishing the rental fleet. Discussion ensued. Fergus suggested a sum of \$5500.00 for refurbishment, but hoped to come in under that figure. A generous offer was made by Cupertino Bike Shop for parts at a discount, as well as discounted parts offered by Ritchey. A motion was made to approve. Seconded and approved by the Board.

- Fergus Liam also proposed allowing women to attend his Saturday Beginner's Sessions for no cost to them. Discussion ensued. A motion was made to approve. Board approved.

## **2D. Secretary Report (Sara Stearns)**

- Sara had completed and emailed to the Board the previous month's minutes, and a motion was made to approve them. Unanimous approval by the Board.

## **3. Committee Updates**

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

- 2020 should be the year of making the facility look and perform well by replacing old tables and chairs and other infrastructure items.
- Annabell noted that Costco was having a special price on fold up tables, and suggested we should consider purchasing some.
- New trash cans were discussed, plastic verses metal, wheeled verses not. Bill said he had some cans he could donate.
- A new California flag was purchased and raised.
- Mark Rodamaker and Erik Salander have been installing "test shots" of baseboard vinyl at the bottom of the rail boards to act as squirrel barriers. A 120 foot section was installed. It was agreed that the white baseboard looked the best.
- The Eagle Scout sent Kira a receipt for \$908.00 for the river rock he used on the embankment improvement project he completed. The Board agreed on a \$500 reimbursement amount.
- The embankment behind turn one and two was cleaned up by a County work crew, and they will be installing river rock along the embankment soon.
- A painting contractor will be contacted for a quote on repainting the Cote d' Azur band on the track. Discussion ensued. Kira said she would include the white band at the start/finish line, as well as the roof of the judges' structure in the quote.
- The cracks developing in the track surface were discussed. It was felt they should be the next priority after the squirrel barrier is completed.

### **3B. Scheduling (Annabell Holland, Chair)**

- See the Vice President's Report.

### **3C. Sponsorship (Bill Nighan, Chair)**

- Erik reported that a new Banner was sold to Emmanuel Personal Injury Law Firm
- Erik report that he had procured \$17000.00 in banner revenue for 2019.
- Erik proposed comping Ritchey a banner in appreciation of their help in maintaining the bike rental fleet. A motion was made, and the Board approved.

### **3D. Upgrades (Matt Martinez, Chair)**

- Nothing new to discuss.

### **3E. Supervisors (Bill Nighan, Chair)**

- A new admin of the Supervisor Group will be appointed.
- Joe Atmore is close to being finished with the requirements to become a Supervisor.

## **4. NEW or OTHER BUSINESS**

- The last remaining business of the 2019 NCVA Board was to ratify the 2020 Election Results. Over 40 ballots were received, and Mark Koenig, who held the election on the NCVA's behalf, certified the election. 2020 Board was named. *Annabell Holland, Erik Salander, Sara Stearns, Kira Maximovich, Matt Martinez, Lisa Kiratsous, Joe Atmore, and MaryAnn Levenson.* The 2020

- NCVA Board is comprised of 8 people. The 2019 NCVA Board approved and ratified the results of the election.
- 2020 NCVA Board Officers and Committees were nominated, accepted and agreed upon:  
**OFFICERS** - Erik Salander, Board President; Annabell Holland, Board Vice-President; Lisa Kiratsous, Board Treasurer; Sara Stearns, Board Secretary
  - **COMMITTEE CHAIRS and MEMBERS** – *Supervisors Committee*: Annabell Holland, Chair; Mark Koenig, Chief Supervisor; John Simmons, Joe Atmore. *Scheduling Committee*: Annabell Holland, Chair; Bess Hernandez-Jones, Lisa Kiratsous, MaryAnn Levenson, Erik Salander. *Infrastructure Committee*: Kira Maximovich, Chair; Mark Rodamaker, Erik Salander, MaryAnn Levenson, Barbara Gicquel. *Upgrade Committee*: Matt Martinez, Chair; Daryl Hemenway, John Simmons. *Marketing Committee*: Erik Salander, Chair; Matt Martinez, Joe Atmore.
  - Erik Salander received the most votes for Contributor of the Year.
  - Erik Salander will update the website with the 2020 Board names and positions.
  - Lisa Kiratsous spoke to First Republic Bank in regards to the NCVA Board makeup changing, and will draft a letter to that effect to present to the bank.

Bill Nighan made a motion to adjourn the meeting at approximately 8:15 PM, the motion was unanimously supported.

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