



**Minutes of the Board of Directors Meeting of the
Northern California Velodrome Association (NCVA)**
April 16, 2020 at 7:00 PM, Via Conference Call



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 via conference call, commencing at approximately 7:00 PM.

In Attendance via conference call: Lisa Kiratsous, Annabell Holland, Joe Atmore, Mark Koenig, MaryAnn Levenson, Matt Martinez, Erik Salander

Absent: Kira Maximovich

1. Board Director Reports:

1A. Secretary's Report (Vacant: acting Erik Salander)

- Approval of the previous month's meeting minutes: Erik motions to approve, Mark seconds the motion, all approve. The previous month's meetings are APPROVED.
- On April 3, 2020 the board voted by email on whether to fund the Locks and Keys Project. The motion was "To spend \$1550 (Orchard City Locks) on new locks, protectors, common keys and installation". The results of the vote were 7 yes, 0 no, 1 abstain. The motion passed.

1B. Treasurer's Report (Lisa Kiratsous)

\$41,191.12 in Main account
\$10,703.18 in Juniors account
\$25,234.05 in Cert. of Deposit
\$5,802.79 in PayPal

\$82,921.14 in all accounts

- Expenses since last Board meeting: Supervisors, Fleet Overhaul Project, Ranger overtime, First-Aid reimbursement, PG&E, SportsEngine Portal, HPV event deposit refund, totaling **\$2,328.46**.
- Revenue since last Board meeting: **\$0**.
- RRF-1 submitted. All 2019 filings are complete.
- Profit/Loss statement, CA and IRS tax docs submitted to County per Lease.
- FTB 3500 status: pending at the CA FTB.

1C. Vice-President's Report (Annabell Holland)

- USAC announced that Masters Track Nationals has been postponed and Elite/Juniors Track Nationals in LA is listed as "Postponement likely". The next USAC Nationals Calendar communique is scheduled for April 30, unless something comes up before then.
- Discussion was held about a phased opening of the track.

1D. President's Report (Erik Salander)

- Erik will pursue conducting the next Board meeting via a video conference call.
- Erik and Annabell wrote a summary of the current Board projects, emailed and posted to FB on April 8. It seemed to be well received. We'll do these on a regular basis, maybe every 2-3 months or as project progress dictates. We'll also use them to solicit volunteer involvement.

2. Committee Updates:

2A. Infrastructure (Erik Salander subbing for Kira Maximovich, Chair)

- Monthly AED and First-Aid supplies checkup: Did not happen since last Board meeting.

- Locks and Keys Project: Joe reported that he spoke with the vendor (Orchard City) on April 15. They are rekeying all the locks at this time. The plan is for them to visit the track and install locks next week. Annabell suggested a phased procedure with the gates and office remaining unchanged, keys for new locks will be in the office. Details to be worked out.
- Squirrel Abatement Project: Erik talked to Jason Gorman earlier in the week. The County has awarded the ground squirrel control contract to a vendor (one of the three bids). Jason is working on a start date with the vendor. The vendor will perform eradication three times. It's unlikely this project will start as long as the "essential work only" restriction is in place. Jason seems motivated to get this started as soon as possible.
- Painting Project: This was discussed with Jason too. This project is on hold until the "essential work" restriction is relaxed.
- General Supplies: We will be buying new garbage cans (3) and push brooms (2).

2B. Scheduling (Annabell Holland, Chair)

- The Burbank Memorial Omnium that was scheduled for April 19 has been moved to October 4.
- We had some more discussion about a phased opening of the track.
- The HPV special event was cancelled and their deposit was refunded.
- Matt reported that WNTL is ready to go when the track opens up to race events.

2C. Supervisors (Annabell Holland, Chair)

- Mark Koenig, Chief Supervisor, reviewed the CBC, SafeSport and CPR certifications that have expired or are about to expire. Those Supervisors and Board members will be contacted about renewing their certifications.
- There was discussion carried over from the March Board meeting about instituting some regulations for the use of eBikes at the track. Mark, Matt, Annabell and Erik will discuss further, outside of the meeting.
- Rental Fleet Overhaul Project:
 - Fergus has identified some bikes that don't fit well in the rental fleet. Those bikes will be sold, proceeds will be used to offset expenses of this Overhaul Project.
 - April 5, bikes disassembled
 - April 9, bikes taken to painter for powder coating, April 23 is ETA for completion
 - Plan is to reassemble the bikes the last weekend of April or early May.

2D. Sponsorship/Marketing/Publicity (Erik Salander, Chair)

- Sponsors with sponsorships expiring in 2020 were notified they will be extended to 2021 at no expense.
- Lisa opened an AmazonSmile account for the Hellyer Velodrome and publicized on March 26.
- The T-shirt Project is in the vendor search phase. The Marketing team has five vendor options and will discuss outside the meeting. The team will come forward with a proposal, very likely via email prior to the next Board meeting.

2E. Upgrades (Matt Martinez, Chair)

- Nothing new to discuss.

3. NEW or OTHER BUSINESS

- Nothing new to discuss.

Erik Salander made a motion to adjourn the meeting at approximately 8:00 PM, the motion was unanimously supported.

Erik Salander; recording the minutes of the April 2020 NCVA Board Meeting