



**Minutes of the Board of Directors Meeting of the
Northern California Velodrome Association (NCVA)**
May 21, 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, Kira Maximovich, Erik Salander

Absent: none

1. Board Director Reports:

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

- Approval of the previous month's meeting minutes: The previous month's meetings are APPROVED by a vote of 6 yes, 0 no, 2 abstain.

1B. Treasurer's Report (Lisa Kiratsous)

Treasurer Report 04/17/20 – 05/21/20

Accounts:

Main Account: \$37,067.55

Juniors: \$10,703.18

CD: \$25,271.41

PayPal: \$3,670.73

TOTAL: \$76,712.87

Revenue:

\$61.18 (donation, CD int, amazon smile (\$5))

Expense:

Locks (J.Atmore) \$1,662.26

Facility rental refunds: \$400 (Wheel Kids)

Disinfectant/hand sanitizer: \$126.86

RRF-1 fee: \$25

PGE&E: \$27.35

Sports Engine (Background checks): \$127.50

Rental Fleet Overhaul Project. (Fergus): \$3,420.00

Trash Cans: \$202.48

USPS (PO BOX rental): \$288

TOTAL: \$6,279.45

FTB update: none

RRF-1: Check has been cashed. status says "In Process"

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

- We have some COVID-19 language to add to the NCVA waiver. The waiver will be updated and the signing of all (online and hardcopy) NCVA waivers for 2020 will need to be restarted before we resume any velodrome activities.

1D. President's Report (Erik Salander)

- On 5/15 Erik had an impromptu velodrome walk-through with Mike Will (Manager of SCC Park Maintenance Services) and Dan Hill (Park Maintenance Supervisor, Jason Gorman's boss). Gave them an update on current velodrome projects. The blue band painting project was in progress.
- In general, we should all be trying to recruit more people into helping with velodrome operations, whether that be volunteering, supervising, promoting or being a Board member.

2. Committee Updates:

2A. Infrastructure (Kira Maximovich, Chair)

- Monthly AED and First-Aid supplies checkup: The AED was checked in May.
- Locks and Keys Project: This project is in the final stages. There is miscellaneous work going on with some locks. The new keys are being distributed to current key-holders. This project would be progressing faster if the track were open. It will take slightly longer to finalize since the track is not open.
- Squirrel Abatement Project: The exterminators are visiting the track each Tuesday and Thursday AM. When the County gives us the go-ahead, we'll close the gaps in the squirrel barrier and go from there.
- Painting Project: The painting project (blue band, finish line, part of judge's stand) resumed on 5/14 and completed on 5/19. The painters were at the track five days, one day was rained out.
- Landscaping:
 - Weeding Project: As a prerequisite to the Painting Project, we had to perform our annual weeding. The San Jose Conservation Corps were hired and removed the weeds from the whole velodrome for \$450.
 - Mowing the WHOLE infield: Erik is in discussion with Jason about regularly mowing the unwatered section of grass by turns 3 and 4.
- General Supplies: Three new 32 gallon garbage cans were installed at the track. It is not necessary to buy any new brooms, some were found in the storage container.

2B. 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.
- Rental Fleet Overhaul Project: Plan is to finish reassembling the bikes this weekend, 5/23. The project is going along on budget. Fergus has done a great job gathering donations.
- Fleet Maintenance procedures: Now that the rental fleet is in such great condition, discussion of creating better maintenance procedures has begun.
- D&O Insurance: Joe discussed the D&O insurance information he received from the Camp Team.
- eBike guidelines: no progress.

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

- 2020 T-shirt Project: This project has been on hold due to other projects.

2D. Upgrades (Matt Martinez, Chair)

- Nothing new to discuss.

2E. Scheduling (Annabell Holland, Chair)

- USA Cycling hosted a "Cycling Events in the COVID-19 Era" webinar. Annabell and MaryAnn attended. Key takeaways were 1) promoters MUST abide by the rules of the local governing bodies and 2) time-trial events will probably be the safest type of event with which to resume.
- Resumption of activities: We discussed many aspects of reopening. We expect there to be some announcements from the State and/or the County toward the end of May or beginning of June. Of course we'll be focusing on the status of sporting events. At this time the Board is leaning toward a conservative opening. That is, even if allowed to resume activities we are leaning toward delaying the opening further.

3. NEW or OTHER BUSINESS

- Nothing new to discuss.

The meeting adjourned at approximately 8:45 PM.

Erik Salander; recording the minutes of the May1 2020 NCVA Board Meeting.