



**Minutes of the Board of Directors Meeting of the  
Northern California Velodrome Association (NCVA)**  
*July 16, 2020 at 7:00 PM, Via ZOOM 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 meeting minutes are APPROVED by a vote of 8 yes, 0 no, 0 abstain.

**1B. Treasurer's Report (Lisa Kiratsous)**

**Treasurer Report 06/19/20 – 07/16/20**

**Accounts:**

Main Account: \$32,131.91  
Juniors: \$10,703.18  
CD: \$25,271.41  
PayPal: \$3,392.29  
**TOTAL: \$71,498.79**

**Revenue:**

Clothing Sales: \$1,025.34

**Expense:**

Sports Engine: \$25.50  
PG&E: \$22.75  
D&O Ins.: \$555.00  
Weeding: \$450.00  
Stencils (reimburse: E. Salander): \$72.03  
Photo rights for website (Joe Flannery): \$30  
**TOTAL: \$1,155.28**

**FTB update:** Non-Profit status is fully Ire-instated.

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

- Wheel Kids canceled their 2020 dates. YBikes is still on the calendar but we expect that to be canceled.

**1D. President's Report (Erik Salander)**

- Nothing special report.

## **2. Committee Updates:**

### **2A. Infrastructure (Kira Maximovich, Chair)**

- Monthly AED and First-Aid supplies checkup: AED checked on 7/24/20.
- Locks and Keys Project: Distributing keys to supervisors as they visit the track, ongoing.
- Squirrel Abatement Project: Progress seems to have stalled, need to check with Park Maintenance.
- Painting Project: The distance markings have been restored. The painting project is complete.
- General Supplies: None needed.
- Container lighting:
  - Mary Ann proposed buying camping lanterns to use as lighting for the containers at an approximate cost of \$30 per lantern.
  - Doug Ambrisko proposed installing LED tracking lighting, 12V power, wiring tracks and light switches in the Office and Rental containers at an approximate cost of \$310.
  - Erik motioned to vote on the Lighting Proposal and Annabell seconded the motion. The Lighting Proposal is to do both: install 12V power and LED lights in the Office and Rental containers, as well as purchase two camping lanterns, all at a cost not to exceed \$400. It was thought the lanterns could be used in a variety of instances, such as in the Storage container or on the infield during nighttime events. The vote for the Lighting Proposal passed: 8 yes, 0 no or abstain.

### **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.
- Fleet Maintenance procedures: Still need to confirm the final procedure and post it in the Rental container.
- eBike guidelines: no progress.

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

- Sponsors: Erik has talked to a couple potential new sponsors. A Ritchey banner is in production.
- The 2020 Online Clothing order is going on now, the order closes on 7/20. Then off to production.
- Marketing – a general discussion was held.

### **2D. Upgrades (Matt Martinez, Chair)**

- Nothing new to discuss.

### **2E. Scheduling (Annabell Holland, Chair)**

- We filled out and submitted an updated Social Distancing Protocol for the Velodrome to the Santa Clara County Health Dept. This is our second SDP submission. A re-submittal was requested because the form changed. Waiting on a reply.
- The Park Maintenance team has given us two A frame barricades to use for posting signage.
- A general discussion ensued, we talked about a soft opening, potential supervisors, time trials etc...

## **3. NEW or OTHER BUSINESS**

- Nothing new to discuss.

The meeting adjourned at approximately 8:15 PM.

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