



**Minutes of the Board of Directors Meeting of the
Northern California Velodrome Association (NCVA)**
February 18, 2021 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 Zoom call, commencing at approximately 7:06 PM.

In Attendance via conference call: Lisa Kiratsous, Annabell Holland, Joe Atmore, Matt Martinez, Erik Salander. **Absent:** Mark Koenig.

1. Board Director Reports:

1A. Approval of the previous month's meeting minutes

- The previous month's meeting minutes are APPROVED by a vote of 5 yes, 0 no, 0 abstain.

1B. Treasurer's Report (Lisa Kiratsous)

- Our 2020 Profit & Loss statement was published on the website and reviewed by the Board.
- We had a discussion about the finances involved when a session is rained-out.

Treasurer Report 1/22/21 – 2/18/21

Accounts:

Main: \$32,079.79

Juniors: \$10,703.18

CD: \$25,324.40

PayPal: \$4,605.81

TOTAL: \$72,713.18

Revenue:

Square: \$ 796.72

Annual Pass: \$180

Facility rental: \$480

Donation: \$10

TOTAL: \$1,466.72

Expense:

Square refund: \$10.79

PG&E: \$36.45

ATRA: \$2,450

Coached sessions: \$270

Supervisors: \$337.50

AED pads: \$184.64

TOTAL: \$3,289.38

Housekeeping:

2020 forms submitted: SI-100, 990e postcard, 199N, P&L

Forms to be submitted: RRF-1 (due April 15)

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

- The Board discussed the content and timing possibilities of our next request to the County for expanded operation. First step is for the SC County to go from the Purple tier to the Red tier.

1D. President's Report (Erik Salander)

- The Board discussed changes to the Annual Training Plan for 2022 such as: increasing the rate, making a few offerings of different duration, offerings based on blocks of sessions, leveraging Square features and possible elimination. More investigation to continue.

2. Committee Updates:

2A. Infrastructure (Erik Salander, Chair)

- Power washing – Mark Rodamaker and Jim Turner are making great progress, at this time they have cleaned approximately 25-35% of the track.
- Edging and weeding – The whole area around the track has been edged, it should be easier maintaining the edging going forward. Ongoing weeding is necessary now (growing season) in the gaps between the blue band and the apron.
- Gate lock – the main gate lock needs some lube since it's exposed to rain.
- General Supplies: none needed at this time.

2B. Supervisors (Annabell covering for Mark)

- No detailed review of Supervisor certification status since Mark was absent.
- Monthly AED checkup: Checked and serviced by Sara on 2/16/21, Sara purchased and installed a new battery.

2C. Scheduling (Annabell Holland, Chair)

- We had a discussion about Private/Special sessions. Information has been added to the website, on the FAQ page. We've implemented some reduced pricing due to Covid attendance limitations. We have a couple on the calendar for this weekend. We want to publicize these (more than in the past).
- Private/Special sessions require extra effort from the Supervisor. A motion was made to increase supervisor pay for certified USAC coaches for Private/Special sessions, the motion passed unanimously. This information will be added the Fee Structure document. The details of the motion are:
 - the supervisor must be a current USAC coach,
 - the supervisor must have a coaching business or be a member of a coaching business
 - the supervisor is strongly encouraged to take pictures or videos of the session and post the Hellyer social media
 - the payment will be \$35/hour (eg. \$140 for a 3 hour session including time for setup and cleanup). This is an increase from \$25/hour.
- Square discussion: this is becoming a regular part of our meetings. We discuss how we can better use Square or where it falls short and requires manual action.

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

- Sponsors: need to send email notifying sponsors of their sponsorship extension.
- Cycling clothing – Annabell and Lisa are working on the design.
- 2021 Tshirt Design contest – Erik is planning.
- Private sessions are seen as a way of raising awareness of the velodrome, see notes in Scheduling section of minutes.

2E. Upgrades (Matt Martinez, Chair)

- No activity.

3. NEW or OTHER BUSINESS

3A. Ongoing business

- Haley Nielsen forward the NCNCA's DEI survey to our email list so track ridership should be included in the survey.
- Matt is participating in the USAC Event Coordinator meetings, track and road.

The meeting adjourned at approximately 8:58 PM.

Erik Salander; recording the minutes of the February 2021 NCVA Board Meeting.