



**Minutes of the Board of Directors Meeting of the  
Northern California Velodrome Association (NCVA)**  
*May 20, 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 7:20 PM.

**In Attendance via conference call:** Lisa Kiratsous, Annabell Holland, Matt Martinez, Erik Salander, 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)**

**Treasurer Report 4/16/21 – 5/20/21**

**Accounts:**

Main: \$38,443.89

Juniors: \$10,703.18

CD: \$25,350.61

PayPal: \$2,339.49

**TOTAL: \$76,837.17**

**Revenue:**

Donations: \$230

CD Interest: \$10.59

Square Revenue: \$2,994.64

Annual Pass: \$360

Locker Rental: \$150

Railboard: \$600

**TOTAL: \$4,345.23**

**Expense:**

PO Box rental: \$350

Postage: \$3.60

PG&E: \$24.65

Returned check and fee: \$110\*

SportsEngine (background check): \$46

CPR cert reimbursement: \$70

Asphalt supplies reimbursement: \$98.19

Race director fees: \$1,074.00

Coached session fees: \$315

Rental fleet maintenance: \$150

Zaavy: \$70.02

**TOTAL: \$2,311.46**

- \*This \$100 check was sent to us from Benevity (from some COVID relief fund). It came without a date. Benevity emailed everyone they sent this to and said don't cash it because of this mistake, and that we will be re-issued a replacement check. I filed it away and forgot about it. The replacement check never came. They emailed again saying go ahead and cash it. I forgot where I filed it away at, then found it recently so I tried to cash it, it came back as a returned check and a \$10 fee. I emailed Benevity about getting a replacement check, they haven't responded yet.

- Also, I was looking at a non-profit filing check list and noticed that as of Feb 2020, we needed to file an additional form CT-TR-1, due by May 15. I sent that in on May 4<sup>th</sup> they received it on May 6<sup>th</sup>. I noticed earlier this week, our status is 'incomplete' so I emailed them asking what was missing they said this form. I sent them my certified mail tracking # and said they should have it, she checked and found that yes they have it but it's in the queue and will be processed this week.
- There was a motion to create an NCVA online registration fee of \$1.00 and add it to the general NCVA fee for promoted and coached sessions. The motion was APPROVED by a vote of 5 yes, 0 no, 0 abstain.

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

- On 5/18 Santa Clara County announced they will be moving to the Yellow Tier on 5/19. Accordingly, we decided to change our mask requirement while "not riding". The "not riding" mask requirement is now that only unvaccinated people need to wear a mask when they can NOT maintain 6 feet of distancing. No one needs to wear a mask while riding. Vaccinated people do not need to wear a mask at any time. Announcements will be made.

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

- Still no reply from the County, Jayme Dickson, about our request/proposal to increase ATP fees in 2022.
- Discuss recent disciplinary incident.

## **2. Committee Updates:**

### **2A. Infrastructure (Erik Salander, Chair)**

- Brief updates on power-washing, weeding, asphalt patch.
- Planning a walk-through with the County maintenance and rangers is still in the works.
- General Supplies: none needed at this time.

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

- Sponsors: nothing in progress.
- Casual clothing – working on production of tshirts and ordering stickers.
- Cycling clothing – Annabell and Lisa are working with Jakroo on the design and the store.

### **2C. Supervisors (Mark Koenig, Chair)**

- Supervisor certifications were reviewed.
- Monthly AED checkup: Checked out OK on ?????
- We have a new supervisor, Larry Knaus, more accurately a returning supervisor from years ago.
- We got a brief update on the Rental bike maintenance.
- We need to revisit the Supervisor agreement.

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

- Private session: inquiry from Breakaway, Wheel Kids will likely cancel.
- Larry will host some Weds Night training sessions to precede Weds Night Racing.
- Scheduling discussion for our Champ events.
- Calendar discussion – extending the sessions in the calendar.
- Square and HellyerReg page – minimal discussion, removing old variations/dates etc...

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

### **3A. New business**

- None

The meeting adjourned at approximately 9 PM.

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