



**Minutes of the Board of Directors Meeting of the  
Northern California Velodrome Association (NCVA)**  
*November 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 7:10 PM.

**In Attendance via conference call:** Annabell Holland, Erik Salander, Mark Koenig

**Absent:** Lisa Kiratsous, Matt Martinez

**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 3 yes, 0 no, 0 abstain.

**1B. Treasurer’s Report 10/22/21 – 11/18/21 - (Lisa Kiratsous)**

**Accounts:**

Main: \$43,419.41

Juniors: \$10,703.18

CD: \$25,377.19

PayPal: 1,905.15

**TOTAL: \$81,404.93**

**Expense:**

PG&E: \$56.50

Shelter deposit: \$5,000

Square refund to customer: \$4.95

L. Nolan coaching: \$669.00

Supervisors: \$550.00

**TOTAL: \$6,280.45**

**Revenue:**

Square: \$1,069.41

Donations: \$30

Rental Deposit: \$300

**TOTAL: \$1,399.41**

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

- We discussed whether a Covit-19 waiver will be necessary for next year. It’s possible there will be a winter-time surge. We’ll see how things play out.
- Mark Koenig will investigate consolidating waiver processing, online retail (registration and merchandise) and file sharing onto one platform.

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

- Will check with Matt for summary of annual ATRA meeting.
- Erik attended a picnic hosted by SCC Parks & Rec for all the “stakeholders” of Hellyer Park. The Parks Partnership Manager, Melissa Hippard, is working on ways to promote all the various attractions (velodrome, dog park, disc golf, nature center, etc...) in the park. The current idea is to put some Information Boards at various places in the park, and give the stakeholders access to the boards so that we can post flyers and any other promotional material.
- James Schek has volunteered to be our Board/COTY election monitor.

## **2. Committee Updates:**

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

- Project updates:
  - Shade structure – down payment of 50% has been made. The structure is scheduled for construction starting on Dec 14<sup>th</sup> and finishing on or before Dec 17<sup>th</sup>.
  - Berm project – hoping to get started on this very soon. Current plan is to put weed barrier, gopher wire and a thick layer of mulch on the berm around the track.
- A breach was found in the chain link fence by the Office gate, first reported on 12/16. Plan is to have it repaired in early Dec.
- Contact VPCC about their 2+ month long shutdown for resurfacing their track.
- General Supplies: none

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

- Sponsors: sponsor who paid \$1200 on 9/1 has still NOT provided artwork. ???
- We now have the contact information the web/FB admin for SCC Parks and she is very willing to post Velodrome information and promotions.
- We still need to improve our website SEO.

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

- Supervisor certifications were reviewed – OK.
- Beginner Sessions are all staffed going forward – OK
- Rental maintenance: Mark stated that the fleet was in very good condition for his Nov 13<sup>th</sup> Beginner Session. Earlier in the week Chris Bonilla and Andrew Seidel had a work session.
  - Will look into any repairs needed for Harry Lee's bike.
- Mark distributed an update draft of the Supervisor Agreement for 2022. We plan to reintroduce this in 2022 after an absence of a few years. This is document that Supervisors will need to e-sign at the beginning of each year.

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

- Private Session: There's a bike club private session in mid Dec.
- Training Session discussion.
- Racing: Annabell and Matt have had an initial discussion about the 2022 racing schedule and Annabell is beginning to lay out the overall season racing schedule, taking into consideration all the related pieces.
- Will contact previous director of Harry Lee event.
- Discussion to coordinate the calendar, Square events, Square event dates, calendar and Square events out in the future.

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

- It looks like all the upgrades that were pending with USAC have been made.

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

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

- none

The meeting adjourned at approximately 8:30 PM.

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