



**Minutes of the Board of Directors Meeting of the  
Northern California Velodrome Association (NCVA)**  
*April 20, 2023 at 7:05 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:** Annabell Holland, Matthew Martinez, Marissa Axell,, Erik Salander, Stephen Doll, Llsa Kiratsous

**Absent:** John Simmons, Alana Mari

**Guest:**

**1. Board Director Reports:**

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

- o The previous month's meeting minutes are APPROVED by a vote of 5

**1B. Treasurer's Report 3/17/23 - 4/20/23 (Lisa Kiratsous)**

**Accounts:**

Main: \$59,732.05

Juniors: \$7,757.16

CD: \$25,678.89

PayPal: \$2,560.72

**TOTAL: \$95,728.82**

**Revenue:**

Donations: \$60

Square Revenue: \$4,784.49

Locker rental: \$200

**TOTAL: \$5,044.49**

**Expenses:**

Filing expenses (fees and postage): \$74.78

Xero: \$13

Supervisors: \$700

Maintenance (rental repair and flags): \$98.35

Race Director/Coaching fees: \$2,338

Website designer: \$675

**TOTAL: \$3,899.13**

Notes: Forms filed for 2022: 1099s, 199, SI-100, RRF-1, CT-TR-1, 990N

This report does not include race director fee payment for 4/19.

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

- Working on Square - building the schedule for training and racing
  - not sure about updating the square "level" of service, \$29 to over \$100/mo, not sure it makes sense.
- Social Media - as we are a 501c3 and we can not call out specific politicians
  - Recommend that we are all approving political statements and they are following rules of 501c3

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

- Working with Melissa Avery of NCNCA to get our events on their calendar.
- I need to work on vouchers for the NCNCA womens series.
- Annual Financial docs forwarded from Lisa to the County, and archived in the Board google group.

## 2. Committee Updates:

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

- Infield Landscaping Project, by County:
  - - trenching around most of the infield perimeter done on 2/26. Nothing since then.
  - - Update?
    - Erik will ask them to put a warning cones out on the track to help raise awareness and safety
  - - Containers (John): Move to next month.
  - Matt found 8 x 8 containers, trying to negotiate a deal.
  - Rental Container roof leak? Fixed by Doug and Dana.
  - Additional container, rearranging/consolidating contents?
- List of maintenance needs stacking up:
  - With concrete repair, the lines need repainting (red line already needed repainting)- we are overdue to paint the lines. **Motion to use \$3K to repaint the lines - all 6 approved.**
- paint picnic tables, old and "new"
- need to cover up some holes on the turn 1&2 berm
- squirrel barrier needs repair

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

#### Marketing Comm report - notes from Alana

- Sponsor Update communique sent on March 16th, also posted to Sponsor page on website.
- T-shirt design (adaptable to poster?) 60th anniversary logo.
- 60th anniversary logo is in addition to our usual logo, (tbd - for caps, bottles etc..)
- Website refresh. **Lisa to send a deposit to designer.**
- Fake IG account update - working with META to reclaim the handle, it has been taken down.
- Discussing sponsorship levels/packages (update tbd)
- Erik: To talk about social media and political posts guidelines

### 2C. Supervisors (Annabell Holland, Chair)

- Cert renewals and expirations, get recertified asap.
- Beginner session - supervisor scheduling ahead
- Rental maintenance:
  - Chris maintained them 2 weeks ago, the rental cage was a mess. now missing 4 wheels, and 4 bikes out of commission. Drop a note to AB to figure out where the mess is happening so we can keep on top of it.

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

- Private sessions - 4 privates - we are getting them staffed.
- Training sessions -
- Racing - May 13 & 24th
- Racing flyer on homepage - having Melissa point schedule NCNCA back to our homepage.
- Calendar/Square/HellyerReg coordination.
  - Hellyer Junior's Registration - for May 13th

## **2E. Racing (Stephen Doll, Chair)**

- Early April meeting canceled.
- Next meeting is scheduled for May 4th.
- Using May 13 race to rewrite the promoter handbook

Honoring Ethan Boyes Memory: Looking at putting together a railboard banner in honor of Ethan Boyes, as well as a photo and memory on our homepage.

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

- Upgrade rules and procedures are hazy - we need to nail down the message so that our racers know exactly how to get upgrades. It's been too fluid.
- Matt M will follow up with Trish on 4/21 to find a date and Annabell will be on the call.
- Ultimately we'd like to have a webpage update on how to get upgrades - for transparency

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

### **3A. Other business**

- Boulder Valley Velodrome is being resurrected. Marissa to search out details and seek if we can send a donation.

### **3B. New business**

The meeting adjourned at approximately 8:05 PM.

Marissa Axell; recording the minutes of the April 2023 NCVA Board Meeting.