



**Minutes of the Board of Directors Meeting of the
Northern California Velodrome Association (NCVA)**
Oct 21, 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 7:05 PM.

In Attendance via zoom conference call: Marissa Axell, Erik Salander, Stephen Doll, Annabell Holland, Matthew Martinez, John Simmons

Absent: Alana Mari, Lisa Kiratsous,

Guest: none

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 (unanimous)

1B. Treasurer's Report No Report - Lisa is out

Accounts (as of 10/19/23 1:58pm):

Main: \$59,001.33

Juniors: \$5,383.89

CD: \$26,062.76

PayPal: \$9,237.13

TOTAL: \$99,685.11

Revenue:

Donations: \$180

Square (includes swap meet rental spaces):
\$2,665.62

Swap Meet (not including rental spaces): \$776.08

TOTAL: \$3,621.70

Expense:

T-shirt order: \$1041.40

Race Director fees: \$1,188

Sports Engine: \$46

PG&E: \$84.41

Swap meet permit: \$733.00

GoDaddy: \$199.99

Gabby session fees: \$484

Welding Materials: \$343.19

TOTAL: \$6,224.79

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

- Nothing to report.

1D. President's report -(Erik Salander)

- - Code of Conduct: Social = done, on site = done, spectator sign?, webpage redo? (Alana)
- - Statement of Inclusion: on hold until USAC announcement - Alana

- - Annual Survey - stalled for now. initial draft being worked on.
- - LiveStreaming: stalled.
- - Swap Meet, wrapped on 10/1. Summary of financials are in email:
 - \$950 in reg income.
 - \$800 in sales of stuff, thanks John Simmons.
 - **\$733** for the County permit.
 - Dave is still considering coverage for his expenses. I asked him to decide soon.
- John thought it's possible the thefts of the bikes happened because the swap meet, perhaps folks were casing the containers.
- - NCNCA/NCVA Celebration, 10/15 - it happened, 50ish people in attendance. 30-40 folks did the ride. about 50 of 85 people who rsvp'd came to the event (pretty standard 2/3's rule)

2. Committee Updates:

2A. Infrastructure (Erik Salander, Chair)

- - DG status: from Maintenance on 9/20: early stages of getting asphalt or concrete to replace.
- - Infield landscaping - from Maintenance:
- "working on having BrightView take over the project... waiting for clear direction from our procurement department on contract status with BrightView and how best to proceed... will have staff mow the infield again and spread out the dirt berm behind the DG pad."
- - **Containers (John and Matt)?** - Additional container?
Tabled for now.

Container theft discussion: Theft after 10/1 swap meet. First was 10/3 --a theft in the rental locker. Then 10/11 again the rider locker container was broken into. Then 10/14 again in the rider lockers.

In email prior to the meeting: 10/15 update (email copied from Erik S to the BOD)
"I added Wagner to the cc list. Huge KUDOs to **Wagner for the Very Heavy Lifting** this weekend.

Our Plan:

- reinforce the "box" around the upper lock with half-inch steel, and
- put a puck lock inside the box. To date, the burglars have not been able to compromise a puck lock, just the shackle padlocks.
- the lower locks/brackets around the swing arms are a *very* minor deterrent
- Finish reinforcing the rental locker first.

Plan part 2

- after the physical reinforcement we'll need to address extra security features, THANKS for the suggestions, we've had some very good options presented.

Status:

- **Rental container:** empty, has a new/reinforced box on upper lock, shackle lock in place
- to do: make a new tab to accept puck lock, some extra welding

Erik talking to Joe Atmore - helping get Rental bike fleet replaced.
Once we have them replaced, have a volunteer group to stencil stripes and make them ugly and obvious that they were from Hellyer

- **Storage container:** contains *everything*, has the old, 1/8th steel box on the upper lock, and has a puck lock inside the box.

That's the best we could do, we think it should be OK, fingers crossed.

to do: put reinforced box around puck lock

- **Locker container:** not much in it, minimally locked, easily compromised

to do: reinforced box + tab to accept puck lock

- **Office container:** same

to do: need to figure out."

- **List of maintenance/facility issues:**

none

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

- Erik - distribution of t-shirts coming shortly
- Kyra and Alana moving forward with adjusting branding on website.

2C. Supervisors (Annabell Holland, Chair)

- Supervisor status: no report.
- - Beginner sessions - Nov 4th session - will there be rental bikes available? Answer coming after this weekend when Erik et al will take stock of what's remaining. It's recommended that Beginner sessions be canceled until rental bike situation is settled.
- - Rental maintenance: update (see section about containers above).

2D. Scheduling (Annabell Holland, Chair)

- Private sessions -
- - Calendar/Square/HellyerReg coordination.
 - Stephen to help with scheduling / coordinating / racing next year.
 - Start after elections and planning is mostly settled with Ncnca.
- July 26-28 Dates saved for Matt Martinez.
- USAC should have calendar up by Nov (?)
- Stephen looking to help grow the Scheduling committee in 2024 to help make lighter work for a few individuals.
- Annabell to discuss the system in place for putting together the schedule, give first right of refusal to recent promoters, then figure out if there are any gaps, input the national calendar (if available) and then districts (if available), and then add screaming sprints and mass start races (at least one a month) before opening the schedule to new opportunities.
- Annabell and Stephen to update the promoter handbook and the SOP for scheduling that can be followed year in and year out.
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2E. Racing (Stephen Doll, Chair)

- Matt asked about the race approval process and asked how Friday races are being approved.
- Discussion ensued about Mondays vs Wednesdays vs Fridays and promoting races.
- Looking at Wed night training races and Friday night series races?
- Race committee meeting in 3 weeks, Annabell will try to sit in on the meeting too.
- District championships fees and payments from 2022... Matt asking about the process asking about if each promoter had to submit the same information to get paid from the board, Erik follows a racer spreadsheet, gives to the promoter and reconciles expenses.
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2F. Upgrades (Matt Martinez, Chair)

no report

3. NEW or OTHER BUSINESS

3A. Other business

Pending- Scholarship request by SkyExpress Events for \$500 in September 2023 board meeting

Board will review and put together, propose and approve a specific scholarship plan for the NCVA promoters to apply for. Tabled for now and we work to approve by Nov/Dec board meeting.

Scholarship discussion ensued - Stephen pointed out the scholarship details inside the promoters rulebook, promoters can ask for it. The scholarship intent was as an insurance policy so that a new race does not leave the promoter out of pocket several hundred dollars.

Does the board want to make a specific initiative (such as for womens racing) for the year and set forth rules to access funding? Stephen, Marissa and Annabell to meet to hash it out and systemize the promoter handbook rules.

3B. New business

Stephen brought up the velodrome needs a new microphone to work with the hellyer speakers - Stephen going to connect with Lisa and figure out the equipment.

The meeting adjourned at approximately 8:24PM.
Marissa Axell; recording the minutes of the October 2023 NCVA Board Meeting.