



**Minutes of the Board of Directors Meeting of the  
Northern California Velodrome Association (NCVA)**  
*Nov 16, 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 conference call:** Matthew Martinez, Marissa Axell, Annabell and Stephen Doll, John Simmons

**Absent:** Lisa Kiratsous, Alana Mari

**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 absent. Likely to get from Tomorrow**

We spent about 15K in past 3 years on maintenance.

NCVA Treasurer Report – October 20, 2023 – November 17, 2023

Accounts (as of 11/17/2023):

Main: \$60,462.59

Juniors: \$5,383.89

CD: \$26,353.40

PayPal: \$7,704.69

TOTAL: \$99,904.57

Revenue:

Donations: \$30

Square: \$1,468.31

TOTAL: \$1,498.31

Expense:

PG&E: \$50.57

Coaching fees L. Nolan: \$1,468.31

Supervisors: \$300.00

Xero: \$15.00

TOTAL: \$1,598.01

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

- Annabell is standing in for the Vacant president position and running the meeting.

### 1D. President's report -(vacant)

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## 2. Committee Updates:

### 2A. Infrastructure (vacant)

- - - Infield Landscaping Project, by County.
- - DG status: No update
- - Infield landscaping - from Maintenance: No update
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- - List of maintenance/facility issues:
  - -Fence repair and upgrade
  - -Security system to deter future break-ins
  - -Lockers welding?
  - - any other facility topics? See Other business below for more discussion

### 2B. Sponsorship/Marketing/Publicity (Alana - no update)

- - tshirts were ordered and are being handed out

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

- - Supervisor status: Larry Knauss coming back to supervise
- - Beginner session - supervisor scheduling is updated through end of December
- - Rental maintenance: update. **(Stephen)**
  - 9-ish bikes were stolen, mainly black bikes, langster and/or the x-small bike and one yellow bike.
  - Joe sending a proposal to replace the fleet, with costs etc.
  - limited 49,52,54cm bikes available to rent Stephen to create a bike roster going forward just in case something like this happens again

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

- - Training sessions - nothing to report
- - Calendar/Square/HellyerReg coordination with Stephen

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

- - Scholarship Program - A committee of Stephen, Marissa and Annabell met to create a program and set forth rules. Stephen will edit and propose to board for approval ahead of next session. Ultimately add to promoter book.

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

- -No report as theres no racing during winter

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

Erik Salander resigned from the Board. He is still managing the calendar and square for time being

Sponsorship duties need a champion

Lease Renewal - in 2024 we have a lease renewal for 2025-2030 lease- Stephen and Annabell to work on it together

Elections need to happen - Annabell to ask Mark Koenig to get it rolling and closed by Dec 5 to create elections and seat a new board.

Stephen to create an email to bring awareness to NCVA board elections

## **3A. Other business**

Annabell to handle parking passes for now

Stephen reached out to Bill Nighan to see if he'd be president for a year, no update

Discussed funding for paid person to manage website/square + streamline the track operations. Duties include master calendar organizing, organize events, schedules, sponsorships, volunteers, hellyer inquiries and generally keep track of details. Alongside, it would be smart to consider funding to register for "[Gusto](#)" program to manage an employee payroll, taxes, filing ppwk. Tabling for now but will put together a committee and early next season after we are shored up with a fleet and safety.

Annabell proposes a \$1000 stipend to hire someone to help solve our security problem. Duties to include research and help us shore up containers, security issues for the new fleet and office.

Research and present options and ideas back to the board within 30 days  
review Proposals and review of options  
project implementation as soon as we can  
Motion passes unanimously for \$1000 stipend for this position

## **3B. New business**

The meeting adjourned at approximately 8:03PM.

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