



**Minutes of the Board of Directors Meeting of the
Northern California Velodrome Association (NCVA)
January 11, 2024 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: Lisa Kiratsous, Annabell Holland, Marissa Axell, Stephen Doll, Carla Richard, James Grady, Fergus Tanaka, Florian Schneider, Matt Martinez, Alex Winter, Stephen Roulac

Absent:

Guest: Bill Nighan,

1. Board Director Reports:

1A. Approval of the previous month’s meeting minutes

- Discuss and approve minutes from December ([link](#))
 - Approved by all attendees

1B. Treasurer’s Report

NCVA Treasurer Report – 12/22/2023 –1/11/24

Treasurer's report - Lisa

- Accounts (as of 01/11/2024):
 - Main: \$61,685.37
 - Juniors: \$5,383.89
 - CD: \$26,353.40
 - PayPal: \$7,089.85
 - **TOTAL: \$100,512.51**
- Revenue:
 - Donations: \$420
 - Square: \$807.06
- GoDaddy credit: \$215.28
- **TOTAL: \$1,442.34**
- Expense:
 - Admin (GoDaddy, SignNow): \$ 431.16
 - PG&E: \$58.55
 - Supervisors: \$400
 - **TOTAL: \$889.71**

James: Curious about why the significant balance in PayPal?

Lisa: Putting \$10,000 at a time tends to keep it at an amount where supervisors and promoters get paid.

Stephen R: consider other options?

Lisa: Keeps bulk of funds in a certificate of deposit. Background: \$60k sit in main account. Major expenditures include lighting etc.

Florian: Maybe put more cash in CD.

Lisa: how much should we keep in main account?

Annabell: \$50k would be comfortable.

Stephen R: consider a mix of duration for multiple CDs?

Annabell: the CD approach was Lisa's idea that she led a few years ago

James: financial subcommittee idea

Annabell & Bill: the history of finances for Hellyer has really evolved over the recent past

Florian: ideas welcome, let's discuss offline

1C. President's report - Florian Schneider

- Helping on email infrastructure with Erik and James - more in "Infrastructure"
 - Working with GoDaddy email
 - Test and sending our alias emails up to date
- Reading up on administrative tasks
- Parking passes for the county, - Hellyer has 15 parking passes per year as part of our lease. Supervisors have first dibs, volunteers will qualify depending on how much they volunteer to the least. If less than 15 Supervisors, then the passes are rolled into the board.
- Required certifications for new board members: everyone to have a safesport complete and background check filled out and passed. They are all good for 2 years. Annabell to have Mark Koenig and start enrolling folks into this. We have D and O insurance but it's also to fulfill USAC rules.
- Email today about a donation of bikes and parts- Florian to arrange with Matt to pick it up.

2. Vice President's report - Stephen Doll

No Update

3. Committee Updates:

3a. Infrastructure Committee - Alex Winter

- - Container Security research update

Elena Joroski following up with vendors and getting bids

Have a bid for cameras, lighting and security ~\$1,000 including 2 year contract with equipment.

Another bid ~\$4,000 for a camera system

Wagner recommended to add more steel onto the containers and a fence to make it harder to break in. Bid of \$9,000. Looking for more options.

Aiming for an installation in February.

- County “hq” was not happy with the granite/concrete infield project not finished.
- Erik might be following up with the county - Alex to follow up with Erik and proceed. Connect with the county, Jaime and Tim (head of Real Estate)

3B. Sponsorship/Marketing/Publicity (Fergus Tanaka)

- Fergus talked with State Bicycle about donating to replace our fleet. They did not say no. Follow up to come.
- Spoke with Kalani - Web developer - asked about updating / new website and seeking a quote.
- Matt asked about a budget for the fleet, so far we’re seeking donations
- Seeking at least 7 replacements in various sizes
- Lockers for 2024
 - Are we renting them this year?
 - What about storage of the rental fleet in lockers? Discussion on best way to store current fleet, no decisions made.

3C. Racing (Stephen Doll, Chair)

- January 18th next meeting
- Last meeting - the committee discussed calendar, and deploying a survey, James to update race promoters handbook
- Looking for a draft calendar approval by the board before February.
- Discussed that all racing categories attendance were down in 2023.

3D. Scheduling Committee (Stephen Doll, Chair)

- Working to finalize the calendar
- - Calendar/Square/HellyerReg coordination and Website Update - Erik Salander is still working this

3E Upgrades (Matt Martinez, Chair)

No upgrades

Matt met with Trish (from USAC) about the 2024 hellyer process to upgrade folks. Trish wants to see more USAC races in their upgrade requests. Matt to continue talks, and cc'ing Annabell.

3F. Supervisors (Annabell Holland, Chair)

- o No new updates

4A. New business

- Stephen Roulac putting together a member survey and is looking to narrow down the topics of greatest importance for the survey
 - Board members; Look at current questions (sent in an email from Stephen), we can review and vote offline over email.
- Annabell will be e-introducing Florian and Stephen to the county park representatives, and also get the ball rolling on renewing the lease for Hellyer.

Next meeting will be February 15, 2023 at 7pm by zoom.

The meeting adjourned at approximately 8:05PM.

Marissa Axell; recording the minutes of the January 2024 NCVA Board Meeting.