

BCCC Board Meeting

Date: March 31, 2020

Location: Online via Zoom

In attendance: Gary Parsons, Vice President
Susan Callaway, Secretary
Donna Martinez, Treasurer
Peter Richardson, Member at Large
Steve Reichlin, Youth Bike Education Director
Mario Obejas, Ride Leader Director
Members: Steve Takemoto, Jeff Castel, Linda Wein, Steve Gerhardt
David Hui, Bike Corral Manager (joined meeting in progress)

After roll call and establishment of a quorum, the meeting was called to order by Vice President, Gary Parsons at 7:20 pm.

The minutes of the 2/13/2020 Board Meeting were approved via email on 2/18/2020.

Treasurer's Report (Donna)

Statement of Activity and Financial Position

Donna reviewed the bills that had been paid as well as the income from sponsors and grants.

Membership Status Report

Peter reviewed the charts he had prepared on # of members, renewals and lapsed members as well as the status of those who recently signed up as guests.

Insurance: Bike Accident Claim

There have been no accidents or new claims since our last meeting.

Gary said that a club member reported that our insurance company has been good to work with.

Action Items

Mario reported that our Yahoo small business account will be shut down shortly and advised Donna to expect a \$42 charge soon.

Gary suggested that we should consider switching to Zoom. We are unable to access our Go To Meeting account because we don't have the password, and Google Hangouts didn't work tonight.

Unfinished Business

1. The 2020 Budget was reviewed and discussed. A motion was made and seconded to approve it. It passed unanimously.
2. Mario is working on setting up generic email addresses for the officers and directors. Gary's and Peter's are working and Susan's and Donna's will be working soon. These addresses will then be the ones used on our website.
3. Job descriptions for the following positions were discussed, revised and approved:
Adult Education Director
Membership Director
Social Director

4. Steve Reichlin reported that our contract negotiations with HBCSD were on hold due to Covid-19 and will be resumed at the appropriate time.
5. Both Jim and Steve provided Brian Day, RBPD, with information for their grant application to the Office of Traffic Safety. We requested funding to cover 6 bike and 6 pedestrian events. Notification of OTS grants funded is usually received in July.
6. Increasing instructors' pay rate was not discussed; will be added to April agenda.
7. No additional information was available on setting up a Club Ambassador Program to welcome new L4 & 5 Riders.
8. Our 2020 T-shirt order as well as our Voler order are on hold because of factory closures due to Covid-19.

New Business

1. The proposed contract with BeachLife Festival was discussed. Gary will contact Jim and/or Ryan at Beach Life to obtain the document and change the wording regarding the personnel provided before signing. David Hui indicated he thought the club could recruit enough volunteers to support both this event and Fiesta Hermosa which are scheduled to be held a week apart in August/September. The cost of the new banners for the second corral will be paid for out of Beach Life's \$1300 donation.
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2. Jim Hannon sent a letter of resignation to the Board on March 25th. A letter/email will be sent to club members after tonight's meeting to notify them of this.
3. Per Club Bylaws, Gary Parsons, Vice President becomes the President upon Jim's resignation. Gary and Donna will wait until the Covid-19 restrictions are relaxed to make the necessary changes to the Club's bank account. Jim Hannon's name will be removed from the BCCC Union Back account and Gary Parsons add as new signatory. Jim's BCCC debit card and online access will be inactivated.
4. An announcement will be sent to members notifying them of the open Vice President position and asking interested members to apply by April 15. The Board will review the applications and choose someone to fill the position by the end of April.
5. We need to change the BCCC mailing address and Gary proposed obtaining a mailbox/address at the UPS store in Redondo Beach on PCH near Beryl. Pricing, access and services were reviewed. A motion to use this UPS location was made, seconded and passed unanimously. (Timing of this will depend on local Covid-19 restrictions.)
6. Selling the trailer was discussed because it has not been useful for the Youth Safety Education Program. BCHD provided the funding for the trailer, so we need to find out if they want it. If not, we need to ask if we should return the money from the sale or use it for our Safety Education Program.
 - *Action Item: Gary to find out who we should contact at BCHD and obtain paperwork from Jim.*
7. Changing our fiscal year so it starts in July rather than January was discussed. It would align better with our Youth Safety Education Program as well as with funding cycles for most grants.
 - *Action: Gary will contact Matt Peck to find out how we would go about making this change.*

8. The Board agreed to appoint Kristen McDonald as Social Director and Susan Callaway as Youth Education Co-Director.

9. The proposed survey about changing the start time for the Friday Bun Ride was reviewed and revised. It will be sent out at a later date.

10. Peter reviewed the information he sent out regarding the upcoming June election which will be for President and Secretary. Per our Bylaws, Peter will send out:

- a notice asking for volunteer/s for the Voting Oversight Committee
- a notice asking members to send in their applications for the 2 open positions,

11. Discontinuing the payment of School Cycling Instructor (SCI) renewal fees was discussed because this is not the instructional program we are using. A motion that BCCC would no longer pay these fees was made, seconded and passed unanimously.

12. Peter reviewed the "Open Rate" of the BCCC newsletter which has been holding pretty steady at between 60-65%. Mario suggested maybe all the graphics are a problem for some people.

- *Action: Mario and Peter will contact people who haven't been opening their newsletters/email to see if it is a technical issues or lack of interest.*

13. It was decided not to consider trademarking the Beach Cities Cycling Club name at this time.

14. Creating a L4.5 ride for those in rehab or who haven't ridden for a while is not being considered at this time.

15. Gary suggested a change to the sponsorship contracts if the Club wanted to turn over the Bike Corral to SBBC. The Board decided to make no changes for the time being.

Announcements/News

- There were no announcements.

Board Round Table

- Susan mentioned that the Board needs to review the SBBC/BCCC chart that Jim sent. This will be included on the agenda for the April meeting.
- Sending out additional reminders/guidelines to members about riding during this time of social distancing requirements and restrictions was discussed, but Board decided not to do so.
- The Transition Checklist was reviewed.

Next Board Meeting:

The next meeting will be on April 16th, online

Adjourn Meeting

The meeting adjourned at 9:17 pm.

Submitted:

Susan Callaway, Secretary