



## Bonneville Cycling Club Board Meeting - Agenda

April 17, 2015

Location: Maria's house, Salt Lake City

Time: 4:30 p.m.

In attendance: Liesa Sandall, Maria Fruin, Bob Renwick, Frankie Tate, Christina Siwachok, John Goodman, Don Williams, Christine Hirrill, Iris Buder, Laurie Googasian

Timing	Agenda Item & Presenter	Discussion	Follow-up (Who, What, When)
4:30-5:00	Welcome, Introductions and Dinner		N/A
5:00 – 5:15	Liesa, President <ul style="list-style-type: none"> <li>▪ Riding tips for new riders</li> <li>▪ Summer Picnic update</li> </ul>	Discussed possible newbie rides and/or adding 30 mins intro to other rides for beginning lessons – Laurie shared her practices on Marina ride. Pavilion reserved for 08/22/15 summer picnic, discussed scavenger hunt or “Best Find” contest.	<ul style="list-style-type: none"> <li>• Laurie to modify Marina ride name to include “beginner” reference by 05/04/15</li> <li>• Christina to find volunteers for scavenger hunt and “Best Find” contest by 05/30/15</li> </ul>
5:15 – 5:30	Maria, Vice-President <ul style="list-style-type: none"> <li>▪ Little Red Update</li> <li>▪ MMM Update</li> <li>▪ League of American Bicycle Instructor Proposal</li> <li>▪ Project Hero proposal</li> </ul>	LRRH is full. Transfer period is closed. BCC will provide 10 ride ambassadors for Million Miles of Miller (MMM) ride 09/19/15. Discussed hosting Friday to Sunday LAB seminar (\$300/participant) to train instructors – requires qualified instructor. Would need 8 -16 participants that have completed prerequisite Bike Skills 101, requires a parking lot. Board agreed to pursue. Approved Project Hero proposal (related to Ride 2 Recovery) - club member requested placing BCC logo on team jersey pocket at no cost.	<ul style="list-style-type: none"> <li>• Frankie to coordinate BCC booth at LRRH and secure volunteers Friday 4-8, Saturday 9-5 by 05/01/15</li> <li>• Maria to write newsletter article about MMM by 06/01/15</li> <li>• Christina to provide logo to Maria to forward to interested member for MMM jersey by 04/30/15</li> <li>• Maria to research local Bike Skills 101 class by 05/30/15</li> </ul>
5:30-5:40	Bob, Treasurer <ul style="list-style-type: none"> <li>• Financial status</li> </ul>	Bob circulated some letters received, including thank you from MS. Club account balances and donations year to date reviewed.	
5:40-5:50	Frankie, Membership <ul style="list-style-type: none"> <li>• Sample letter for new members</li> </ul>	470 members, 2 new members, 20 renewals, 41 need to renew. Discussed secondary memberships that are currently allowed for different addresses. Only primary BCC member is eligible for LAB membership. New member letter being revised.	<ul style="list-style-type: none"> <li>• John to remove ability to register as new member under secondary membership (primary and secondary must register at the same time) by 05/30/15</li> <li>• Frankie to send revised new member letter to John by 05/30/15</li> <li>• Frankie to invite Lin Cheong to next Board meeting to get group picture by 05/30/15</li> </ul>

5:50-6:05	<p>Christina, Communications</p> <ul style="list-style-type: none"> <li>• Timeline for planning events</li> <li>• MS Ride</li> <li>• Upcoming events and needs</li> </ul>	<p>Flyer submitted for LRRH packet, ad and flyer submitted for Bike Summit. Hat pins and magnets ordered and received. Last minute flyer requests are difficult to accommodate. Discussed possibility of exchanging MMM booth for flyer.</p>	<ul style="list-style-type: none"> <li>• Christina to create timeline for submitting flyer and booth requests for events by 05/30/15</li> <li>• Maria to investigate flyer exchange and sponsorship for MMM by 05/01/15</li> <li>• Frankie to check with Linda for booth space for MMM by 05/01/15</li> </ul>
6:05-6:20	<p>John, Webmaster</p> <ul style="list-style-type: none"> <li>• Specific issues related to website</li> <li>• Web designer meeting in future</li> </ul>	<p>Ride posting process has been modified to eliminate bogus ride postings by adding bitmap capture code. Duplicate charges to the BCC store are being quickly corrected by Bill. Reviewed current list of website action items:  Newsletter password login  Bogus event entry  Board members to add meeting summary  Membership renewal letter  Photo upload  Membership reports</p>	<ul style="list-style-type: none"> <li>• Bob Renwick to investigate PayPal membership fees as alternate to I-transact by 05/30/15</li> <li>• John to test new account to upload newsletter to website before rolling out to board members by 05/30/15</li> <li>• Frankie to make a list of fields to be added to membership database.</li> <li>• John to update wish list for website improvement monthly</li> <li>• John to grant website access to Peter / Robin /Christina to upload photos by 05/01/15</li> <li>• Maria to post BCC info on LRRH FaceBook page by 05/01/15 and update weekly</li> <li>• Laurie to contact LBS to confirm BCC member discount by 05/01/15</li> <li>• John to request addition of email address field to new member registration and default new members to automatically be added to email list by 04/30/15</li> <li>• John to remove daily digest option from ride calendar by 05/01/15</li> <li>• Christina to send photos to John to replace home page photos by 05/01/15</li> <li>• Iris to develop guidelines for website photo submittal by 05/30/15</li> </ul>
6:20-6:40	<p>Don, Road Captain</p> <ul style="list-style-type: none"> <li>• Next RL training date</li> <li>• Ride Calendar issues</li> </ul>	<p>12 members expressed interest in RL training, likely to be 04/23/15 or 04/28/15 or early May. Doug Jensen determining availability with his club house for this event. May is Merry Metric Month of May – developing plan for Metric rides. Ride leaders needed for May rides.</p>	<ul style="list-style-type: none"> <li>• Don to finalize Metric ride schedule for May on an ongoing basis</li> <li>• Liesa to add miles to May Rose Canyon ride to make it a metric by 04/19/15</li> </ul>
6:40-6:50	Christine, Secretary	No report	<ul style="list-style-type: none"> <li>•</li> </ul>
6:50-7:00	<p>Peter, Member at Large: succession planning  Iris, Member at Large</p>	<p>Discussed ride cancellation process and recent issues.  Discussed series guidelines on website.  Discussed leadership succession training in the interest of</p>	<ul style="list-style-type: none"> <li>• Maria to email ride leaders to review ride cancellation policy (via email and calendar), and include series</li> </ul>

	Laurie, Member at Large	assuring more than one person knows duties of each board members duties.	<ul style="list-style-type: none"> <li>ride guidelines by 04/24/15</li> <li>Christina to write newsletter article to summarize ride series guidelines by 05/01/15</li> <li>All elected board members to develop job description outline by 06/30/15</li> </ul>
7:00 -7:10	Round Table / adjourn	Next board meeting at Liesa's house, 5838 W Muirwood Drive, Herriman, dinner at 5:30, meeting at 6:00, Saturday, May 6th	<ul style="list-style-type: none"> <li></li> </ul>