

**Northern California Velodrome Association  
Board of Directors Meeting – November 2009**

Location: Hobee's Restaurant, Palo Alto, CA

Date: November 19, 2009

2010 Directors present:

1. Rick Adams
2. Peter Bohl
3. Warren Geissert
7. Brian Peterson
5. Pete Billington

2010 Directors absent:

1. Mike Hardaway
2. Matt Martinez
3. Cathy Morgan

NCVA Members Present:

None

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Meeting called to order by President Brian Peterson at 7:04 P.M.

1. President Peterson moves that the minutes from the October 22, 2009 meeting be approved. Unanimous vote to approve minutes.

**ACTION ITEM:** Warren Geissert suggests that minutes be approved over email so that they can be posted quickly.

**TREASURER'S REPORT:**

Rick Adams reported that there were no significant changes to income or expenses.

**OLD BUSINESS:**

1. The podium plans have to be approved by a professional engineer. A concrete barrier would need to be approved too.

**ACTION ITEM:** Mike Hardaway is working on this.

2. Insurance: Jeff Fillerup and a San Jose Bike Club member agreed to look into the insurance issues.

3. Rental Bike Fleet: A couple of people have volunteered, but the work day has not been organized yet. There are bikes and bike parts that are not used, but could be valuable if sold on eBay. Rick Adams volunteers to sell things on eBay.

**ACTION ITEM:** Work day needs to be determined. Those responsible for organizing the bike fleet should determine what is not being used so that it can be determined what should be sold or donated.

4. Office Cleanup: Donna Woods and Elizabeth Hernandez-Jones have volunteered to clean up the office. We need a clearly marked place for newly signed waivers and accident report forms. Old waivers should go into a bankers box in container three. A distinct place for lost and found should be defined. Make a specific place for everything. Encourage organizers to throw things away, or collect them for donations.

**ACTION ITEM:** Pete Billington to take anything bike related that could be donated to Trips for Kids.

5. First Aid Kit: Tom Fahey and Sam Milroy have volunteered for this but no progress has been made.

**ACTION ITEM:** Brian Peterson to remind Fahey to define what is in the kit; Milroy has volunteered to keep an eye on inventory.

6. Scholarship checks were sent to Daniel Holloway and Shelly Olds. They both thanked the board.

**ACTION ITEM:** Warren Geissert suggested that a link from the front page of the website to Shelly and Daniel's blog, discussing their success.

7. PA system has been repaired again. Speaker drivers were blown out. They were not designed to handle music, especially with a lot of bass. Promoters need to be encouraged to use auxiliary speakers. \$700 to replace the drivers.

**ACTION ITEM:** Send a note to the supervisor list that encourages use of auxiliary speakers for playing music. Promoters also need to be contacted.

8. Waivers and NCVA Membership: Geissert is going to organize and oversee this, so that we have the process dialed before we can hand it off to a volunteer.

**ACTION ITEM:** Geissert manages waiver process for 2-3 months. When we solicit a volunteer we have to be very clear about what the job entails.

9. Locker rentals for 2010: In 2009 we did not sell out all the lockers. It was suggested that people who had lockers last year have first right of refusal. Lockers reserved for juniors will be released for general rental, if they go unused.

Cost of lockers was determined to be \$120 dollars for the year, at a rate of \$10 per month. Renters are obligated to pay for the remaining duration of the year.

**ACTION ITEM:** Additional locker promotion to be decided at the December 17, 2009 board meeting.

### **NEW BUSINESS:**

1. Promoter Guidelines: Warren Geissert prepared a document detailing the types of promotion available at the velodrome. Rick Adams requested that he have some time to review the document. Brian Peterson suggested that an FAQ be added to the end of the document. The Guidelines document is intended to lay the groundwork for how a promoter interacts with the NVCA. Key promoters should be involved in shaping this document.

Adams proposes two separate documents--one FAQ, and one Guidelines document. Peterson agrees

Cathy's Morgan suggested in absentia via email that examples of each type of promotion should be included in the document.

**ACTION ITEM:** Promoter Guidelines document should be sent to Kevin Worley, Michael Hernandez, Rick Adams, Larry Nolan and the NVCA Board.

2. Special Use Permit: The procedure is that Warren Geissert decides whether the event requires a special use permit then a person is selected to interact with the county. This will most likely be Warren Geissert and/or Mike Hardaway.

3. Mike Hernandez is asking to waive the \$5 per entrant fee for the November 20, 2009 evening event at the Velodrome.

Brian Peterson moved to deny Hernandez's request, Peter Bohl seconded the motion, unanimous vote to deny.

**ACTION ITEM:** Hernandez is to provide a rough budget for the event, and sponsorship would be considered. Rick Adams suggested offsetting the \$65 health fee that the County is charging. The board will consider offsetting his expenses, but the vote will be postponed till the December board meeting.

4. Waive the \$1 fee for board members and supervisors. Rick Adams accounts for every training session. Sessions need to be posted on the calendar so that Rick can match each sessions fees. \$1 supervisor fee does not significantly impact monthly or yearly revenue.

Adams moves to waive the board and supervisor \$1 dollar fee. Peterson seconded, unanimous vote. This will be effective January 1, 2010.

With no other matters to discuss, the meeting was adjourned at 8:20 P.M.

Submitted by Pete Billington, November 27, 2009