

Overland Mountain Bike Club Board of Directors

Minutes

Tuesday November 13, 2012 7-9 PM

Present:

Ron Chambers

Lisa Daunhauer

Karen Kaminski

Steve Lacey

Thuan Nguyen

Bill Heistermann

Pete Skram

Kory Swanson

John Tipton

Todd Thibodeau

Member Comment: Items not on agenda – None

Items Requiring Action

- **Karen Kaminski** will provide a copy of bylaws to Steve Lacey and John Tipton
- **Karen Kaminski** will get agreement in writing of trade of link on website for bookkeeping services
- **Pete Skram** will post link to accountant's website on Overland website
- **Lisa Daunhauer** will take responsibility for getting booklets of valid state IDs
- **Lisa Daunhauer** will take responsibility for scheduling TIPS training
- **Kory Swanson** will do New Belgium video
- **Ron Chambers** and **Kory Swanson** will transfer electronic documentation to the board (budgets, etc.)
- **Lisa Daunhauer** will find a suitable location for monthly meetings
- **Lisa Daunhauer** will arrange for two March meetings at New Belgium for beginning of season club meeting and for patrol meeting. Lisa will also arrange a New Belgium meeting in June/July and an end of season meeting at New Belgium in October
- **Todd Thibodeau** will tell Scott, don't spend any more money, we are uncomfortable with the situation, and we should evaluate where we are and where we are going

Discussion Item – 2012 Season Analysis

- **What worked**
 - **Accountant**

- Karen Kaminski – Accountant got taxes and finances in order. Accountant has stated that he is willing to keep track of books for the club in exchange for a link to his website on the Overland website.
- **Patrol Committee**
 - Bill Heistermann – Patrol committee helped the patrol director share responsibility and lighten the workload.
- **40 in the Fort**
 - Kory Swanson – Day of event for 40 in the Fort went smoothly
- **Focused Trail Vision**
 - Lisa Daunhauer - Having a limited number (5) of trail days worked well

Discussion Item - What didn't work/needs improvement

- **Interaction between board and committees**
 - Ron Chambers- There was a lack of interaction between board and committees
 - Kory Swanson – Suggests that there be regular communication between the committees and the board
 - Ron Chambers – It would be ideal to have a representative from each committee report to the board on a monthly/bimonthly basis. At a minimum we should have each committee write up a monthly update
 - Karen Kaminski – It would be very helpful to have the committees track their own budgets and expenses
 - Pete Skram – Using a document management internet site like a wiki site or Google docs would help the communication and be a location to post minutes and budgets
 - Ron Chambers – Having a set of Google documents would help keep track of purchases, for instance the amount of pizza purchased for the opening meeting and a record of how much leftovers there was
 - Pete Skram – There is a need to review bylaws and committee rules to help with documentation
- **Documentation**
 - Karen Kaminski – Need an inventory list for each committee and event and make it accessible. Doing so will help control cost and make sure items are returned.
 - John Tipton – Having an inventory list will add accountability to whoever is using the inventory
 - Karen Kaminski - Need to have access to bylaws to give to Steve Lacey and John Tipton
- **Board Minutes**

- Ron Chambers – Better minutes are needed
- Lisa Daunhauer – Minutes will help keep the board focused on the mission of the board
- **Membership committee / Promotion of club membership and volunteer recruitment**
 - Ron Chambers – If we establish a committee, we need to make sure that the board gives clear directions on what is wanted/needed. We need to make sure that the committees do not overlap or do too much
 - Kory Swanson – We should start with a small committee with only a few members
 - Lisa Daunhauer – a membership committee is most needed for volunteer engagement/involvement. The club has many members, but it is difficult to get members to show up to events
- **Backup planning and cancellation**
 - Lisa Daunhauer – Are there ways to be better prepared for disaster/cancellation?
 - Karen Kaminski – We should anticipate next season having fire challenges like this most recent year
 - Ron Chambers – We should pay attention to back-up possibilities and have a plan. When arranging for events with land managers, we should have a protocol for cancelling events and arrange back-up dates concurrent with event planning
 - Ron Chambers – We need a stronger cancellation policy for 40 in the Fort
 - Kory Swanson – We had one in place, but were flexible due to the High Park Fire

Discussion Item - Events

- **Take a Kid Mountain Biking**
 - Kory Swanson – We can go independent of the IMBA date in October for Take a Kid Mountain Biking, perhaps even tie an event for kids in with 40 in the Fort
 - Karen Kaminski – Can we make Take a Kid Mountain Biking into an event where we entertain the kids so the parents can do their own thing?
 - Lisa Daunhauer – There are safety issues, background checks, waivers, liability issues with kids events
 - John Tipton – The Bike Co-op is starting up a take a kid event partnered with Trips for Kids, perhaps we can partner with them?
- **40 in the Fort**
 - Lisa Daunhauer – Will John Hughes still be the race director? He had a large network of friends and volunteers
 - Kory Swanson – Overall, event was very smooth
 - Ron Chambers – Stuff left over from 40 in the Fort was given to John Hughes
- **Tour de Fat**
 - Ron Chambers – Overall, the event went well

- Lisa Daunhauer – We had a hard time getting enough volunteers to sign up for ID checks
- Kory Swanson – Despite this difficulty, the event went off very smooth. Perhaps next year we put the ID and token sales stands closer to each other.
- Kory Swanson – Wristbanding pre-parade in the crowd is a big help
- Karen Kaminski – Decision not to let people onto event grounds until after the parade really requires that wristbanding be done in the crowd
- Ron Chambers – Booklets of valid state IDs are needed
- Pete Skram – We had these in the past, but not last year
- Lisa Daunhauer will take responsibility for getting booklets of valid state IDs
- Karen Kaminski – TIPS training is needed earlier than the week before the even. Perhaps we can partner with other groups/agencies? All Overland TIPS trainings will be expired for the upcoming Tour de Fat
- Lisa Daunhauer will take responsibility for scheduling TIPS training
- Lisa Daunhauer – We need a more accessible site for volunteer registration. Perhaps signup genius?
- Pete Skram – We need to address the cleanup for Tour de Fat and stress that people stick around for cleanup
- Ron Chambers – We need a better plan for lost and found

Discussion Item - Welcome New Board Members

- The board welcomes Steve Lacey. Steve Lacey is likely moving to AZ for the winter for work. The board discussed using Skype for meetings
- The board welcomes John Tipton

Action Item – Election of Officers

- **President**
 - Karen Kaminski nominates Lisa Daunhauer, Bill Heistermann seconds
 - Motion approved by unanimous vote
- **Vice President**
 - Karen Kaminski nominates Thuan Nguyen, Bill Heistermann seconds
 - Motion approved by unanimous vote
- **Secretary / Communications Director**
 - Karen Kaminski nominates John Tipton, Lisa Daunhauer seconds
 - Motion approved by unanimous vote
 - Roles include taking meeting minutes, writing occasional blog, and sending of weekly minutes
- **Treasurer**
 - Bill Heistermann nominates Karen Kaminski, Lisa Daunhauer seconds
 - Motion approved by unanimous vote

- **Other Leadership Roles**
 - **Patrol Director**
 - Not voted on since the board will change the bylaws to not require the patrol director to be a board member
 - Bill will be liason to next Patrol Director
- **Membership Liason**
 - Needs to be appointed/elected?
 - Steve Lacey – Liason will take on the role of getting more involvement from the membership and work with membership committee if it is formed
 - Kory Swanson – Perhaps we ask/require that each member get involved in at least one event

Discussion Item - Transfer of Knowledge

- Bill Heistermann will meet with Dan Reitz to help Patrol Director transition
- Pete Skram has access to what Kory Swanson has been doing
- Pete Skram and Kory Swanson will arrange a meeting with John Tipton to discuss role of communication director
- Ron Chambers and Lisa Daunhauer will arrange a meeting to discuss the role of president
- Electronic documentation will be given to the board (budgets, etc.) by Ron Chambers and Kory Swanson
- Stacy Sebeczek will transfer knowledge of trails committee chair to Todd Thibodeau

Discussion Item - Meeting Locations

- Kory Swanson – We need a reliable meeting place for monthly meetings, perhaps the upstairs area of the Beach House?
- Lisa will find a suitable location for monthly meetings
- Lisa will arrange for two March meetings at New Belgium for beginning of season club meeting and for patrol meeting. Lisa will also arrange a New Belgium meeting in June/July and an end of season meeting at New Belgium in October

Discussion Item - Trails Committee update

- Todd Thibodeau was elected as chair
- Trails committee will keep minutes
- Ron Chambers – Having a large number of members is not sustainable for a committee, the size needs to be 6-7 members
- Karen Kaminski – Have the trails committee update Karen on budget and track the budget
- Todd Thibodeau – Will track the budget in an excel spreadsheet

- Ron Chambers– How to reduce meetings to get business done to move forward. Have a small working session and perhaps quarterly social/update meetings. Suggests updating bylaws to have 7 members on a committee and then have a vote on action items

Discussion Item - Trails Vision Plan

- Todd Thibodeau – Need to update goals and clarify what we want to accomplish and establish a budget
- Todd Thibodeau – Goal of trails vision plan is to put together what we want to see for northern front range region
- Scott works with 5 major land managers
- Todd Thibodeau – Loveland has money and is planning a 10 mile trail development
- Todd Thibodeau – City of Cheyenne has plans near soapstone/red mountain
- Todd Thibodeau – trail vision plan is to communicate with users and land managers to get input and then using that as a plan to develop revenue and recreation. Similar to the SCORP plan to meld what users want and land managers to create the vision. Example of Lory and HTMP and how they need to put together a comprehensive land plan. HTMP has large crew and some money, they are putting band-aids on poor trails. Need to re-route sustainable trails.
- Ron Chambers– There are concerns about telling land agencies in how they are doing their job.
- Todd Thibodeau – Wants low impact, sustainable, and fun trails
- Karen Kaminski– City of Fort Collins put \$175,000 into disc golf area by stadium. We need to provide services in the city.

Discussion Item - Implementation of Overland trail survey

- Karen Kaminski – other surveys being conducted – how do we communicate about other surveys and the difference between them – three different surveys and why aren't they communicating
- Todd Thibodeau – Worked with many land managers, backcountry horsemen, goal is to construct good comprehensive trail network. Have received over 120 responses so far, will cut off Dec 1
- Karen Kaminski – how does public know what is going on?
- Todd Thibodeau – lot of things are happening
- Ron Chambers – Where is the rest of the \$10,000 going?
- Todd Thibodeau – goal of survey is to leverage additional funding. I would have structured the survey differently myself
- Ron Chambers – How to make land managers respond to the survey since it is not statistically valid?
- Todd Thibodeau – We will still have good information, hopefully a large response. Meeting with land agencies is very valuable and having the information will matter
- Todd Thibodeau – goal was to have survey results for land managers meeting December 7th
- Karen Kaminski– Who approved the flyer?

- Lisa Daunhauer– The trail committee
- Pete Skram– How to improve the survey?
- Todd Thibodeau – Get as many people to reply as possible.
- Steve Lacey– Is the survey posted on the Coloradoan?
- Bill Heistermann– The survey is on yourgroupride, overland facebook, other social network sites
- **Action** – Tell Scott to complete the survey, do nothing else until further notice

Executive Session - Contract With Trail Consultant Scott

- **Action** – Todd Thibodeau will tell Scott, don't spend any more money, we are uncomfortable with the situation, and we should evaluate where we are and where we are going

Discussion Item - Overland Planning and Future

- Karen Kaminski– We need to have long-term planning for money. Need a vision for the club and discuss what we are doing.
- Ron Chambers– Goal was to get 3 years of operating capital and try to develop other methods for generating revenue. What do we do with the money now to invest/protect?
- Todd Thibodeau – We need to be thinking of high profile projects
- Karen Kaminski– We can't keep the 3 years of operating costs since New Belgium will give money to other non-profits. We need to do something that will have impact on the public. We need to let New Belgium know we are saving 3 years of operating cost.

Meeting adjourned 9:55 – Next meeting November 27th at Lisa Daunhauer's house at 6:30