

Overland Mountain Bike Club Board of Directors

Minutes

Tuesday, January 15, 2013

Present:

Lisa Daunhauer
Karen Kaminski
Thuan Nguyen
Bill Heistermann
Pete Skram
John Tipton

Not Present:

Steve Lacey

Meeting called to order at 7PM

Member Comment: Items not on agenda – NONE

Items Requiring Action

- **Pete Skram** – will set up google docs with calendar decided on
- **Lisa Daunhauer** – email Ron Bush about meeting in mid July social ride and full moon social ride in January/February?
- **Lisa Daunhauer** - Book New Belgium Meetings – March and October
- **Karen Kaminski** – email Tony about legal issues over trails vision dispute
- **Karen Kaminski** – email Dan Reitz/Bill Heistermann about patrol expenses
- **Thuan Nguyen** - will look into iphone/computer app for credit card payments
- **John Tipton** – will update minutes for executive session on contract discussion
- **Lisa Daunhauer** – will email bylaws
- **Pete Skram** – will change board login and password for members
- **John Tipton** – needs to get branding guide from Kory Swanson
- **Pete Skram** – will email Todd, Kory, and Ron and ask what they want about board mailing list
- **Everyone will review bylaws and propose changes**
- **Everyone write our hopes/goals out. Devote next meeting to goals/plans**
- **Specific sponsorships guidelines** – lower priority – New Belgium, Ned, and Full Cycles
- **Coordinating efforts in getting sponsors** – needed for Dec 7th meeting

Discussion Item - Scheduling

- Find a general weekday for meetings
- John Hughes wants June 29 for 40 in the Fort – Larry has tentatively agreed
- Plan meetings at New Belgium March 11th and October 28th
- Plan meetings at Ron Bush about meeting mid July
- Take a Kid days – spring and fall plus 40 in the fort event for kids

Motion to Approve last meetings minutes

- Bill Heistermann motions to approve last meetings minutes with proposed amendments. John Tipton seconds. Unanimous decision.

Discussion Item – How Steve will work

- Email discussion/votes

Discussion Item – How we'll work together

- General understandings
- Communication/email
 - Mailing lists for board
 - Bill Heistermann – Need board mailing list and important people mailing list
 - Bill Heistermann – Ron Chambers, Todd Thibideau, and Kory Swanson have knowledge and should be included
 - Pete Skram – make it up to them, if they want to be on the list they should still be allowed
 - Lisa Daunhauer – we can also include them individually
 - Lisa Daunhauer – former members should be able to opt in
 - Pete Skram – I will email them and ask what they want
 - Lisa Daunhauer – I prefer shorter emails
 - Pete Skram and Bill Heistermann – I don't mind emails
- Ensuring opposing views always considered
 - Lisa Daunhauer – tend to agree and make decisions, do we need to assign a devil's advocate when making decisions?

Discussion Item – Nonprofit “health” and logistics

- “Health”
 - Lisa Daunhauer – performed research on how nonprofits get grants and investments
 - Lisa Daunhauer – we need to shore up our health to apply for and secure grants
 - Bill Heistermann – concerns about funding/why we are using the money and how
 - Karen Kaminski – Todd Thibideau can be powerful and convincing, need to make sure it meets the clubs needs

- **Lisa Daunhauer** – Karen Kaminski did analysis of survey responses, need to allow club members to give input
- **Bill Heistermann** – for many nonprofits, money can be a problem
- **John Tipton** – we can use worksheet for strategic planning to set vision and goals
- **Karen Kaminski** – survey comments were for trails and more social events as a goal, need to act on these requests
- **John Tipton** – we need to make sure social events also provide a service if money is involved
- **Karen Kaminski** – suggestions that we make participation in events mandatory?
- **John Tipton** – maybe we have too many meetings and this is hurting our membership participation?
- **Lisa Daunhauer** – I kinda agree, Boulder Mountain Bike Alliance does First Mondays events with local businesses and have few formal meetings
- **Bill Heistermann** – we have had some great presentations Jeff Kerkove and Georgia Gould
- **Pete Skram** – Road club takes a meeting hiatus during season
- **Thuan Nguyen** – I don't think monthly meetings are a big burden
- **Pete Skram** – there is a benefit to having meetings
- **Thuan Nguyen** – in meetings without an official presentation, they have been good
- **Thuan Nguyen** – I have heard from a lot of members that we need more social – more rides on weekends to accommodate busy schedules. Facebook messages have not been effective as a meeting tool. Have a veteran member do a beginners only ride
- **Bill Heistermann** – have a ride board. I joined to have people to ride with
- **Pete Skram** – historically Saturday rides started well attended but petered out
- **Lisa Daunhauer** – each write our hopes/goals out. Devote next meeting to goals/plans
- **Overland's 1-5 year *overall* (not just trails vision) plan → relate to responses to open-ended voter survey , would like to obtain larger membership input in early 2013 this obviously will take time to allow for overall member feedback**
 - **Board training (example resource <http://www.cndc.org/>)**
 - **Open information and “report card” criteria (minutes update from Pete, 990s, budget/annual report)**

Discussion Item - Logistics

- **Amending by-laws to reflect current needs (e.g. Patrol director change, membership engagement & technology ad hoc committees?, chair selection process)**
 - **John Tipton** – I need a copy of the bylaws
 - **Lisa Daunhauer** - Have everyone write down what changes are needed
- **Refile non-profit status under “Overland” -consider editing “Club” to Alliance, Association etc. for grants, fundraising**
 - **Karen Kaminski** – we are officially Overland. Ron has not switched the account from Diamond Peaks to Overland. Will create the new account under Overland. The 501c3 is filed under the Overland name

- **Lisa Daunhauer** – we should consider Overland Mountain Bike Club versus Overland Mountain Bike Alliance for grant writing
- **Karen Kaminski** – Grants for shoreline and sawmill were used to leverage, name will likely not make a difference in grant awards
- **Lisa Daunhauer** – Club gives a social implication
- **John Tipton** – I don't think it will likely be a big deal, maybe we reconsider at another time?
- **Formalize sponsorship guidelines (see example here: <https://bouldermountainbike.org/civicrm/contribute/transact?reset=1&id=3>)**
 - **Pete Skram** – we need a link to the website and need a way to show them on the website. May take a while to integrate logos into the website
 - **Lisa Daunhauer** – different levels of sponsorship will give different benefits
 - **John Tipton** – we need to have contracts in writing so agreements are clear
- **Volunteer “Wishlist”**
 - **Lisa Daunhauer** – can we consider a wishlist on the website?
 - **Lisa Daunhauer** – The wishlist is a very specific short description of needs
 - **Karen Kaminski** – a wishlist of what we need in volunteers?
 - **Lisa Daunhauer** – on an as needed basis
 - **John Tipton** – For clarification, this is something like a “job openings” listing for volunteers?
 - **Lisa Daunhauer** - Yes
 - **Karen Kaminski** – We should have digital copies of insurance/filings/other documents and have a safety deposit box for documents. Have a space on website for documents
 - **Pete Skram** – we have a place to put documents on the website
 - **Bill Heistermann** – board login password has not changed on the website
 - **Lisa Daunhauer** – there is a separate board login?
- **Mailing Lists / Constant Contact**
 - **Pete Skram** – currently paying \$55 a month for constant contact for event signup and mailing lists. Have a prepay option to save for non-profits
 - **Bill Heistermann** – if we renew it, we need to use it
 - **Pete Skram** – we use it for weekly emails
 - **John Tipton** – what about signup genius? It is free. Do we have access to the mailing list?
 - **Pete Skram** – started with constant contact due to capacity issues with mailing list. We can switch to alternatives.
 - **Bill Heistermann** – we use constant contact for registration for 40 in the fort. Constant contact can take payments and other sites can't
 - **Pete Skram** – constant contact has a survey service and other services
 - **Lisa Daunhauer** – interested in using signup genius for volunteer signup
 - **Pete Skram** – if we do we need to make sure we have proper categorization

Discussion Item - Board Vision and Planning

- **Lisa Daunhauer** - Have everyone write down what changes are needed
- **Karen Kaminski** – have a longer meeting for a retreat on a weekend?
- **John Tipton** – we can get a facilitator in for the meeting
- **Karen Kaminski** – we are not in a good spot for a facilitator
- **Lisa Daunhauer** – we still need to identify our targets before we get ready. Can divide and conquer
- **Karen Kaminski** – have a mission and vision, need measureable goals
- **Lisa Daunhauer** – can we have a meeting where we talk about the vision, maybe have back to back meetings one week after another
- **Pete Skram** – we need structure for the club as we are growing
- **Bill Heistermann** – we have a lot of money and members, we need to be more formal
- **Karen Kaminski** – if we want to be an important club we need to act like an important club
- **John Tipton** – Crystal Yates-White will volunteer as a facilitator for strategic planning
- **Karen Kaminski** – need to sort out our stuff and then we can bring Crystal Yates-White in
- **Lisa Daunhauer** – I agree we are not in a position for this yet
- **Karen Kaminski** – We need to report board hours on 1099 so keep track

Discussion Item – Budget “Cliff Notes”- Brief overview for this meeting on budget for John and Steve

- **Karen Kaminski** – all annual bills are jan, feb, and march
- **Karen Kaminski** – we need to have a budget meeting and everyone needs to go over their individual budgets
- **Lisa Daunhauer** – will have a board and committee discussion
- **Lisa Daunhauer** – membership dues vs. what we spend on food,etc., it makes me feel guilty
- **Pete Skram** – we could charge more for membership
- **Karen Kaminski** - when committees put budget together, will they buy beer, etc.?
- **Lisa Daunhauer** – Patrol director will try to rotate at members houses
- **Bill Heistermann** – we are volunteers and we need to take care of the volunteers
- **Pete Skram** – originally had a meeting budget of \$50 per meeting
- **Karen Kaminski** – everyone stayed within their budgets. Overall we are a very frugal club
- **Karen Kaminski** – we stopped advertising grant applications but we still do grants. We have grants to hospital, team BOB, HAM radio operators
- **Karen Kaminski** – we need to bring Zac Wiebe into conversation for new grants
- **Karen Kaminski** – not likely to fund youngs gulch directly, but can form partnerships
- **Pete Skram** – partnership are often not hard with a specific project
- **Karen Kaminski** – want to meet with 40 in the fort and see what is disposable and what can be reused
- **Bill Heistermann** – Thuan Nguyen has been great about keeping track of items
- **Thuan Nguyen** – can sit in with race committee and help keep track of inventory

Discussion Item – Other Pressing Issues?

- Lisa Daunhauer - Membership in IMBA – Todd wants to discuss this
- Karen Kaminski – maybe we can be members and not a chapter

For Next Time - Bylaws, Contract, and Vision

Meeting adjourned at 9:10 PM – Next meeting December 6th at 6:30 at Karen Kaminski's 1624 W Swallow