

Overland Mountain Bike Club

Board of Directors

Meeting: Sunday, December 15th, 7pm. Katherine's house

Minutes

Present: Thuan, Kenny, Tamene, Katherine, Rose, Kendra.

Minutes	Corrections to the 12.1.13 minutes were noted- change dates of upcoming meetings to Jan 5 th & 19 th , Feb 2 nd & 16 th , and March 2 nd . No further corrections.
Tasks:	<ul style="list-style-type: none">• Correction completed
Meeting Management	Thuan will attempt to send out agenda items three days prior to each Board meeting. We will stick to the agenda unless time allows for additions.
Tasks:	Members: send agenda items to Thuan at least three days prior to meetings.
Gifts for Exiting Board Members	Discussion surrounded whether to purchase gifts for exiting Board members to thank them for their service. It was decided that: Yes, gifts will be purchased, only for members serving their full two year commitment.
Tasks:	None
Member Survey	The member survey has been finalized and approved by the Board with additions at the Dec 1 st meeting. Currently Pete has the survey draft and is working on getting it on Survey Monkey. The Board would like to get it out to members by Dec 20 th and run it through January 5 th , 2014.
Tasks:	<ul style="list-style-type: none">• Katherine: e-mail Pete regarding timeline.
Facilitator for Strategic planning	Rose passed out the Overland by-laws and minutes from the prior (Feb 19) facilitated meeting with SWOT analysis. Board members are asked to review these documents for the January 5 th meeting, where we will decide whether to hire another facilitator. Rose offered to e-mail documents.
Tasks:	<ul style="list-style-type: none">• Rose: e-mail by-laws and SWOT analysis to Board Members.• All Board members: review documents for Jan 5th meeting
Socks and Jerseys, Patch kits and Water bottles	<p>Socks: Tamene and Rose have researched costs and prior purchase of socks. Currently we have about a dozen XL and a few Small sizes in storage. The last order was in 2010 where we ordered 2 doz XL, 8 doz L, 8 doz M, and 4 doz S.</p> <p>It was decided to order the 3.25 inch cuff socks from DeFeet in the following quantities: 2 dozen XL, 9 dozen L, 9 dozen M, and 4 dozen S. At this volume they are \$4.75 each for a total of \$1368.00.</p> <p>Kendra will place the order and see if she can negotiate additional discounts.</p> <p>Jerseys: Tamene presented info from Pactimo in Denver. They will send both a Quality kit and a Fit kit if we are interested. Their pricing is based on volume minimums (5, 25, 50, 100). Tamene also left a message with Nate Adams at Jett, our vendor in prior years. They have our graphics. Tamene will follow up with pricing and design changes (adding Ft Collins).</p>

	<p>Kendra noted that Cyclismo recently moved to Jett. They are a local company, also.</p> <p>Patch Kits: Rose wants to follow up with Bill Heisterman to see where he has purchased these in the past.</p> <p>Water bottles: The past vendor of water bottles was briefly discussed. It was noted, however, that we have plenty of bottles for kickoff.</p> <p>Pete and Kenny are still planning to inventory the storage unit. Thuan asked that if Kenny was unable to do so because of travel, to let Thuan know so he can help Pete.</p>
Tasks:	<ul style="list-style-type: none"> • Kendra: place sock order • Tamene: e-mail info to Board members when he talks to N. Adams. • Rose: contact Bill H for patch kit information.
Club Meetings	<p>Dates and times of monthly club meetings was discussed. It was decided we will meet the first Thursday of each month from April through October (Oct meeting date may change to allow for Halloween dress-up fun). Meetings will start at 6:30 pm with business starting at 7:00. We decided to have Board of Directors meetings at 5:30 prior to club meetings. If it becomes difficult for us to do this because of work hours, we will change plans.</p> <p>The date of the Kickoff is not yet set. Thuan is talking to Crafty at new Belgium. If NB cannot accommodate us, he will ask the Rio.</p>
Tasks:	<ul style="list-style-type: none"> • Thuan: Follow up with Crafty / the Rio
Events and Calendars	<p>The Board needs to set an event schedule before kickoff. In addition, we need to review each committee's budget before we approve events.</p> <p>Take a Kid Mountain Biking- with reduced budget and the fact that the fall event is often cancelled due to weather, we should consider having only the spring event. We will continue this discussion when we pull the events calendar together.</p>
Tasks:	<ul style="list-style-type: none"> • Kendra, send out any information you currently have on committee budgets. • Thuan: Add events calendar to upcoming agenda
Social Rides	<p>Managing social rides and encouraging members, especially newer ones, to participate was discussed. Possibilities included changing the day of week, adding a second ride for beginners, having a later start time, having two start times (6:00 and 6:30), having a volunteer wait at the trailhead to direct riders, and placing a sign at the trailhead to direct riders.</p> <p>Decisions:</p> <ul style="list-style-type: none"> • Keep the main social ride on Wednesdays. • Don't have a volunteer stay at the trailhead to direct riders (too difficult to get volunteers consistently) • Encourage better organization at the start to ensure experienced leaders and sweepers ride with the beginner/intermediate group(s). • Be clear about where each ride will go and skill levels (talk to group before starting) <p>Still to be voted on:</p> <ul style="list-style-type: none"> • Ride start time and whether to have two starts • Signage at the trailhead directing riders who miss the start time.

Tasks:	<ul style="list-style-type: none"> • Thuan: add to next agenda
Mail service	Per recommendations of Pete, and based on costs and usage, it was decided to move our mail service to Mail Chimp.
Tasks:	<ul style="list-style-type: none"> • Pete: facilitate this action
Budget	<p>The Board decided to have our budget review and decision meeting on January 19th. We'll need historic information for the club as a whole and any committees. Kendra has made a detailed spreadsheet on what was spent, and needs additional help identifying how to classify some expenses. She has also met with the Club's CPA (Ned Smith) regarding financials. The group discussed what information we'd like to see from Kendra. We agreed we'd like to see the detail, especially as most of us are new Board members. Also, we would like a big picture view. Rose has a document from a prior Board meeting (June) with a projected budget. Kendra noted that we need to address taxes for Tour de Fat. Also, our CPA is helping us re-submit form 1023 to continue our not-for-profit status.</p> <p>In addition, Kendra brought up that there is a prior request from Todd to support jerseys for the Cheyenne youth cycling club. We may also want to support the Laramie club. We will bring Todd's request to the next meeting, and set parameters for supporting the high school teams at our budget meeting.</p>
Tasks:	<ul style="list-style-type: none"> • Kendra- send out detail budget spreadsheet and Todd's request • Rose: send out budget projections document • Thuan: Add tax and form 1023 discussion to Jan 5th agenda
Additional discussion / announcements:	<ul style="list-style-type: none"> • Kenny will not be at the Jan 5th meeting due to travel. • Rose will look for locations for the Jan-March board meetings. • Since the Board vote will be complete, we need to assign Board position in January
<i>Next meeting</i>	<p>Jan 5th, 2014 Location TBD.</p> <p>Agenda Items to date: By-laws: are any changes needed? Do we want to have a Facilitated meeting for strategic planning? Jerseys & Patch kits update Club meeting kickoff date and location/ monthly meeting locations Social ride start times & signage Taxes for Tour de Fat and form 1023 (not-for-profit status) Assign Board positions</p>