



BICYCLE NOVA SCOTIA
Board of Directors Meeting Minutes
February 16, 2005

Present: Jim Trussler, Cathy Dunbar, Suzanne Lamb, Peter Mushkat, Kevin Besner, Matt Rockwell, Gerard Walsh, John Smith, Mark Foster.

Regrets: Rory Gonsalves, Ike Whitehead

1. Approval of Minutes - January 11, 2005 Meeting

The minutes should be amended to delete the sentence beginning “The participation of even ...” in Item 2(a), 3rd paragraph. Motion made by John to accept the minutes as amended. Seconded by Peter. Passed.

2. Business arising from the January 11, 2005 minutes

a) Insurance and membership sub-committee - Gerard

The insurance and membership guidelines document has been revised and clarified. It will be posted on the Club Affiliation page of the BNS website. Clubs will be encouraged to read the document carefully and be familiar with it. Motion made by Peter to adopt the Club Affiliation Document as BNS policy and to have it posted on the website. Seconded by Cathy. Passed.

b) Members Handbook - Peter

The Members Handbook will be posted on the website when completed.

c) Website Advertising - Mark

Mark has received an email from a travel company for cycling vacations requesting information on advertising on the BNS website. Mark will do further investigation of website advertising and will discuss his findings at the next month’s Board meeting.

3. Financial Report - Cathy

Cathy distributed the monthly financial statement to February 15, 2005. Kevin suggested that BNS obtain a GIC to invest surplus monies.

4. BMX Committee Report – Jim/Mark

Regular BMX committee meetings are ongoing. A proposal for the BMX track is being put together for presentation to the HRM councillors. Letters of support from the CCA will be included in the proposal package. There is great enthusiasm for a BMX track and new committee members are joining.

5. Decision items

a) Resignations by Joan LaPierre and Pierre Nie

The Board accepts Joan's resignation. Pierre has advised the Board that he is no longer pursuing the indoor track proposal for HRM. Pierre will continue to be Events Coordinator on the Road and MTB Committees.

6. Round Table - Update By Each Committee Chair

a) Touring and Transportation - Gerard

Gerard discussed insurance and noted that the Clubs are becoming familiar with the BNS policies.

b) Road and Track - Kevin

Kevin is completing the Road Organizers Guide. He suggested that the race calendar perhaps needs a time line for completion. A Road Commissaires Course will be held within the next two weeks.

Mark suggested that a job description be prepared for the Events Coordinator position.

Peter discussed the new road racing numbers. There will be five series of colour co-ordinated numbers with the BNS logo across the top.

c) Athlete Development – Mark

The Athlete Development Committee is working on the 2005 Projects and Funding document, which is nearly completed. It will be submitted for approval at the next meeting.

The Canada Games programs are going well. The Canada Games camps have been very successful. An auction fundraiser for the Canada Games will be held on April 2, 2005. The selection races for the Canada Games team are being finalized.

d) BNS Website - Mark

Mark noted the website is not receiving many minutes from BNS Committee meetings. The Coaching Section of the website is empty – Mark would welcome articles.

A discussion was held concerning the need for BNS letterhead paper and business cards. John will inquire and report back at next meeting.

A replacement will need to be found for the BNS webmaster.

e) Registrar - Peter

The Club Affiliation forms have been sent to the clubs. The touring clubs will be able to process memberships themselves and will remit funds to Ike. BNS will make up affiliation cards for the club Presidents to issue. The registration forms for racing clubs and race memberships will go to Ike, who will send copies to Peter for processing.

The Membership Application form has been updated and posted on the website.

Information on the registration form pertaining to jobs and skills will be put on a separate sheet and collected to build up our volunteer database.

f) Education and Advocacy – John

John discussed the annual letter sent to BNS members with their memberships. The 2005 letter will coordinate with last year's letter, written by Past President Kevin MacCuish.

The "Share the Road" campaign is ongoing and will be expanded. A priority issue is either a paved shoulder or a bike lane for the Bedford Highway.

The Sprockids instructors program was discussed. John has a copy of the program manual and briefly outlined the program. Luc Arseneau has offered to teach the course. John will talk with HRM to see how many MTB skills camps the Municipality plans on hosting at their Recreation Centres this season. At the next Board meeting a decision will be made whether or not to offer the Sprockids instructors course.

g) Mountain Biking - Matt

Matt reported that the MTB schedule is complete except for two races. There will be either six or seven races.

The website will post the new policy for first time events by newly sanctioned clubs.

The Club list will be updated and sent to the Webmaster by Peter.

Matt will meet with Ryan Boudreau, Chief MTB Commissaire, to discuss the requisition for new vests and a new computer.

Both Chief Road and MTB Commissaires will be invited to the next Board meeting, March 9, 2005, and will be sent a copy of the minutes from this meeting.

h) President - Jim

Preparations for the Level 3 Coaching Course are going well. Andrew Feenstra will require \$1500.00 towards the expenses of putting on the course.

Mileage Claims:

A discussion was held concerning the reimbursement of mileage expenses for people travelling distances greater than 50 km (round trip) for BNS, such as people on official business for BNS (Board members, commissaires, coaches, etc). The Board agreed that mileage should be reimbursed for travel greater than 50 km round trip. The mileage rate was discussed, but was not set until further information is obtained, including the provincial government mileage rate. Travel policy will be put on the agenda for the next Board meeting.

Next meeting: March 9, 2005.

Submitted by,
Suzanne Lamb