



Minutes
Annual General Meeting
November 14, 2004
Sport Nova Scotia Administration Centre, Halifax

Present: Mark Foster, Walton Watt, Suzanne Lamb, Kevin Besner, Gerard Walsh, John Smith, Andrew Feenstra, Eric Weaver, Cynthia Fry, Ed Rushton, Ike Whitehead, Jim Trussler, Peter Mushkat, Rory Gonsalves, Joan LaPierre, Marc Trussler, Chris Swain, Pierre Nie, Ryan Boudreau, Donald MacIntosh, Norman Lai.

1. Call to Order

Meeting called to order at 1:15 pm.
Quorum established.

2. Approval of Agenda

A new item added to the agenda: Appointment of an audit committee.
Motion: Moved by Eric Weaver and seconded by Kevin Besner that the 2004 AGM Agenda be approved as amended. Passed.

3. Approval of Minutes from the 2003 AGM

Motion: Moved by Walton Watt and seconded by Cynthia Fry that the 2003 Minutes be accepted. Passed.

Discussion arising from the 2003 AGM minutes:

1. Race fees for Canada Games aged females were waived and paid for by the Athlete Development Committee
2. BMX has not been made into a standing committee at this time. It is still a goal in the future.
3. The audit committee was not established.

4. 2004 Annual Reports

Financial Report: Walton Watt

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. BNS owes the CCA affiliation and insurance fees for the past two years amounting to about \$15,000. The CCA has just recently sent BNS an invoice for these charges.

2. Affiliation and insurance fees for next season will be due to the CCA in January of 2005. An adjustment will be made later for the number of memberships actually sold.
3. Walton recommends that a cushion of \$50,000 be kept for the end of the year. The account will be drawn down between now and the next race season by approximately \$10,000. The amount of Canada Games Team costs that can be funded from grants will affect the expenditure from BNS accounts.

Motion: Moved by Walton Watt and seconded by Cynthia Fry that the 2003 - 2004 Financial Report be accepted as circulated. Passed.

At this time, Gerard Walsh presented a lifetime membership plaque to Walton in recognition of his 17 years of service to Bicycle Nova Scotia.

Registrar's Report: Kevin Besner

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. 265 licenses were purchased in 2004.
2. The 1 day license information has not been completed. Kevin would like to see a better system for handling the 1-day licenses. Ike Whitehead will get the remainder of the mountain bike 1 day license information to Kevin.

Motion: Moved by Cynthia Fry and seconded by Eric Weaver that the 2004 Registrar's Report be accepted as circulated. Passed.

VP, Road and Track: Eric Weaver

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. The quality of races is improving each year.
2. We need to continue to develop young riders.
3. The provincial championship Road and ITT races hold "perks" for the race organizers of these events and organizers need to be aware of this.
4. The Halifax Criterium had the largest turnout of racers this season.
5. The new Department of Transportation policy will be in effect for next season. There will be no leniency. Commissaires will enforce these rules. Peter Mushkat commented that next season there will be an agreement between each race organizer and the Department of Transportation and that the rules will be accepted and enforced. The Road and Track Committee will work on this for 2005.
6. More volunteers are needed. There are too few people doing too much.

Motion: Moved by Cynthia Fry and seconded by John Smith that the 2004 Road and Track Report be accepted as circulated. Passed.

VP, Mountain Bike: Andrew Feenstra

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. BNS should encourage clubs to have racing coaches.
2. More races and young riders are needed. Ryan Boudreau discussed the need to increase the number of young racers within BNS and that BNS consider paying the race fees for novice riders in order to promote our sport. Mark Foster proposed this be a topic for the Athlete Development Committee's Grassroots Program, which would be brought to the Board of Directors for approval. Pierre Nie suggested that a high school race series may get more youth racing. Ike Whitehead noted that there is a process to follow through the schools and that we need volunteers to "plant the seed" within the school system.

Motion: Moved by Joan LaPierre and seconded by Cynthia Fry that the Mountain Bike Report be accepted as circulated. Passed.

VP, Touring and Transportation: Gerard Walsh

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. Jim Trussler requested that Gerard give his five year outlook on the bikeways path scenario within HRM. Gerard discussed the need for HRM to catch up to the rest of Canada. More money needs to be invested in the biking infrastructure in our municipality.
2. Tourbooks: Walton suggested that marketing of the Tourbooks be prominently featured on the BNS website. Walton has many copies of the book in storage for BNS at his house.
3. Insurance: A discussion was held concerning the insurance issue of all Clubs having BNS memberships for group riding. Walton noted that the rules are vague and there is no court of law to enforce them. Gerard has made all the Clubs aware of the insurance rules. Walton asked about the new rider who wants to ride one evening – Gerard suggests possible changes such as:
 - A. Lowering the insurance premium.
 - B. Purchasing non-member annual coverage for a Club: the cost would be approximately \$250.00 plus \$1.00 per head plus a requirement that 5 members of the Club would be BNS members. At the CCA AGM, Jim Trussler will discuss insurance issues. BNS would like to get the insurance situation sorted out and have one set policy for the 2005 race season.

Motion: Moved by Rory Gonsalves and seconded by Marc Trussler that the Touring and Transportation Report be accepted as circulated. Passed.

VP, Education and Advocacy: John Smith

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. Communications: A good start on communications has been made with the re-design of the BNS website. Andrea Moritz has prepared an excellent draft strategy for BNS Communications.
2. There is a need to advertise BNS Services and Benefits on the website.
3. A person is needed to link external cycling information to the website.
4. Share the Road: BNS is participating in the Share the Road program with HRM to make cyclists and motorists aware of their rights and responsibilities under the Nova Scotia Motor Vehicle Act.

Questions: Pierre Nie asked about the possibility of putting a “Share the Road” logo on cycling jerseys. Could funding be provided for this from the Education and Advocacy budget, for instance?

Ed Rushton asked if the N.S. Bicycle Safety booklet is available to all stores that sell bikes. John mentioned the stores where the booklets had been distributed and that the hardest sector to reach are the casual cyclists.

Motion: Moved by Donald MacIntosh and seconded by Ryan Boudreau that the Education and Advocacy Report be accepted as circulated. Passed.

Athlete Development and Coaching Coordinator: Sherry Huybers

A written report is included in the Annual General Meeting Booklet.

The report was read by Mark Foster.

Summary and Discussion:

1. Grant money through the Technical Standard Program (TSP) amounting to \$4,300.00 has been received for the period from November 2004 to March 2005 to cover training and camps for the Canada Games athletes.
2. Female Canada Games Coach: A possible candidate for this position has been approached and will let Andrew Feenstra know soon. Andrew has checked into hiring an out of province coach (from Alberta), which would cost \$3,000.00. A decision will be made within 3 weeks. Another option is to have a female manager and only one (male) coach. Andrew feels this is not enough staff.
3. The Women In Cycling Program has been successful.
4. Mark commented on the success of the athletes to date. The policy on funding is to fund Junior and Espoirs first on in the ‘elite’ funding level and that funding for pro/elite Senior athletes may be considered if there is enough money available within the Athlete Development Committee.
5. In regard to Item 3(c), the Board will add an agenda item for the next Board meeting to consider an honorarium for Dustin MacBurnie based on his participation at the 2004 Road World Championships in Italy.

Motion: Moved by Eric Weaver and seconded by Pierre Nie that the Athlete Development and Coaching Coordinator Report be accepted as circulated. Passed.

Female Athlete Representative: Cynthia Fry

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. Concerns were expressed with regard to the award of unequal prizes for men and women at races. BNS will investigate the possibility of insisting on the publication of the prize distribution post-race, so as to make race organizers accountable to BNS. Compliance should be a condition of BNS sanctioning the event. Cynthia feels that the MTB and Road committees should review the issue of prize equity/gender to avoid future complications. The policy should be the same for both disciplines.
2. The Women Race Free initiative for Canada Games aged women has been very successful. The program attracted a number of new female athletes, and there were pre-race clinics for women at most races.
3. Cynthia would like to let her name stand for the Female Athlete Representative for Road only, not Mountain Bike.

Motion: Moved by Pierre Nie and seconded by Norman Lai that the Female Athlete Representative's Report be accepted as circulated. Passed.

Male Athlete Representative: Ed Rushton

A written report is included in the Annual General Meeting Booklet

Summary and Discussion:

Mountain bike issues:

1. The mountain bike race categories will be revised so they are simpler, easier for racers and organizers to understand, consistent from race to race and better reflect actual participation in the province.
2. We need to attract new event organizers and participants to the sport.

Road issues to be addressed for the 2005 race season:

1. Confusion regarding the calculation of road points series standings.
2. Gender equity with respect to prize money distribution at races.
3. Safety issues during the two-person time trial event.
4. Selection criteria for race routes.

A question was raised by Pierre Nie regarding whether riders with road race licenses should be allowed to race in MTB expert/elite categories on a one-event membership. The question was referred to the MTB committee.

Motion: Moved by Ryan Boudreau and seconded by Pierre Nie that the Male Athlete Representative's Report be accepted as circulated. Passed.

President: Mark Foster

A written report is included in the Annual General Meeting Booklet.

Summary and Discussion:

1. The nine race Road Series was well attended, with the Halifax Criterium having the highest turnout and riders from all over Atlantic Canada.
Five cross country mountain bike races were held. More are needed for next season.
Downhill has been a great success this past season with 2 very successful races held at Wentworth. It is hoped that more races will be held next season.
BNS is working to build a BMX racetrack in HRM as soon as possible. BNS believes that BMX is the best way to bring new young riders into the sport of cycling and we will be working hard to promote this sport. A track is also being planned in New Glasgow.
2. More commissaires are required from Clubs to work races. More courses are needed to have a surplus of commissaires.
3. The website has been the biggest improvement for BNS in 2004. We have the ability to put on-line surveys on the website. An incentive to participate in a survey could be a prize draw.
4. Appreciation was given to Andrew Feenstra for all his hard work organizing the athlete trips.
5. The amount of BNS funding that can be provided to support athlete development projects needs to be determined.
6. The need for sponsorship to help fund athlete development projects and support development of a BMX track is an opportunity for the Marketing Director to act on for the 2005 season. Limited progress on marketing was made by BNS last year.

Motion: Moved by John Smith and seconded by Rory Gonsalves that the 2004 President's Report be accepted as circulated. Passed.

5. Fixing of Membership Fees – Motion:

Contingent upon 2005 insurance and CCA affiliation fees remaining approximately the same, BNS shall carry forward the 2004 fees. Should there be a significant change in insurance and CCA affiliation fees; the Board shall adjust the membership fees appropriately in January of 2005.

Amendment to motion proposed by Ed Rushton: The Board shall adjust the membership fees appropriately in December of 2004, not January of 2005 as originally stated.

Moved by Ed Rushton and seconded by Cynthia Fry. Passed as amended.

6. Appointment of Male and Female Athlete Representatives For Both Road & Mountain Bike Committees.

A motion was made by Eric Weaver that the Athlete Representative positions no longer be on the Board of Directors. If passed, the Athlete Representatives would be on sub-committees only. Seconded by Cynthia.

The motion was discussed. Mark Foster expressed his opinion that Athlete Representatives should be on the Board in order to bring athlete's issues directly to the Board level.

A vote was taken and the motion was passed.

7. Appointment of a Nominating Committee.

Suzanne Lamb and Chris Swain have been appointed to be the nominating committee with Chris chairing it, as Suzanne is secretary of BNS.

8. Other Business

Brief insurance presentation by Gerard Walsh

- Gerard discussed that club presidents have been advised that all club members should also be BNS members in order to have insurance coverage. As well, in order for clubs to have insurance coverage, all riders on group rides should have both BNS and club memberships. Possibilities of lowering the insurance premiums and purchasing non-member annual coverage for a club will be reviewed and one set policy will be in effect for the 2005 season. Jim Trussler will discuss our insurance issues at the Annual General Meeting of the CCA the weekend of November 20th, 2004.

Brief Road Commissaires Report

- Peter Mushkat presented a report written by Rick Fullerton which contains a summary of Road Commissaires' opinions for enhancing the future of road racing in N.S. Various improvements can be made such as:

1. More commissaires are needed.
2. Certain sections of the race organizers guide need to be updated and/or clarified.
3. A refresher workshop should be held each year for commissaires and organizers.
4. Race numbers should be assigned based on race category, and made with larger sized numbers. Different background colours should be used for different categories.
5. For awards ceremonies, only the order and times for prize winners should need to be determined, with the remaining details being confirmed and posted on the web-site within 24 hours.
6. The commissaires recommend that BNS support the evaluation and potential acquisition of electronic timing equipment for the 2005 race season.

Brief presentation by Andrew Parsons on BMX

- Andrew was not available to make a presentation on BMX.

Vote on new BNS Logo

- John Smith thanked Andrew Feenstra for his work in updating the new BNS logo.

Motion to accept the new BNS Logo: Moved by John Smith and seconded by Cynthia Fry.
Passed.

At the first Board of Directors meeting, advice on how to use the logo for a template on correspondence will be given, along with an orientation on the website.

Audit Committee

- Walton proposed that there should be an audit committee appointed for the BNS Treasurer. Jim Trussler proposed hiring an external accounting firm to audit the financial statements. Motion: Moved by Walton Watt and seconded by John Smith that the BNS President appoint a accounting firm to audit the financial statements. Passed.

9. Election to Fill Vacancies on the Board of Directors for 2005

President - Nominations: Jim Trussler

Treasurer - Nominations: Cathy Dunbar

Registrar - Nominations: Peter Mushkat

VP Road & Track - Nominations: Kevin Besner

VP Mountain Bike - Nominations: Matt Rockwell

Athlete Development/Coaching Coordinator - Nominations: Rory Gonsalves

Marketing Director - Nominations: Joan LaPierre

Male & Female Athlete Representatives – these positions are no longer on the Board of Directors. They are on the sub-committees only. Ed Rushton remains the Male Athlete Rep. for the mountain bike and road sectors while Cynthia Fry will be the Female Rep. for the road sector only. Another female to serve as Athlete Rep. on the mountain bike sector committee will be needed.

All positions were filled by acclamation.

Jim Trussler thanked Mark Foster for all his help.

10. Adjournment

Motion: Walton Watt moved the AGM be adjourned. Seconded by Mark Foster.

Respectively submitted by:
Suzanne Lamb
Secretary