

# Bicycle Nova Scotia Board of Directors

lola's boardroom

Wednesday, April 13, 2016

## Minutes

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**Present:** Alan Avis, Jon Burgess, Mary-Ellen Donovan, lola doucet, Susanna Fuller, Sherry Huybers, Madeline Lawler, Ryan Lindh, Allan Scott, Zach Steinman, Chuck Sutton, Peter Williams

**Regrets:** Adam Barnett, Adam Berry, Ben Buckwold, Mike Kennedy, Lisa McInnis, Kate Venas, Bob White

	ITEMS	DISCUSSION POINTS	ACTIONS/DECISIONS
1.	<b>Bring to Order/Approval of Minutes</b>	<p>Susanna called the meeting to order at 6:40 pm.</p> <p>Action items from the March, 2016 minutes were discussed. Opt in still needs to be done. Mary-Ellen gave updates on insurance items. A discussion about insurance costs to each member type took place. Discussion of the website took place with the recommendation that the website be improved further.</p>	<p><i><b>Action:</b> Alan A. and Ryan to sit down with Adam to work on website issues</i></p> <p><i><b>Motion:</b> To approve March, 2016 minutes.</i> <i>Moved by Sherry, seconded by Ryan (Motion Carried).</i></p>
2.	<b>Agenda</b>	<p>As circulated.</p>	<p><i><b>Motion:</b> To approve the circulated agenda with additions.</i> <i>Moved by lola, seconded by Madelaine (Motion Carried).</i></p>
3.	<b>Budget</b>	<p>Susanna discussed the budget for this year. The budget is to be ratified in May once everyone has provided their sector budget.</p>	<p><i><b>Action:</b> Susanna to send a reminder to sectors needing to provide more budget details.</i> <i><b>Action:</b> Sectors to provide complete budgets to Susanna.</i></p>
4.	<b>Membership</b>	<p>The membership committee develop still needs to meet to discuss/work on action items from March.</p>	

5.	<b>Race Categories</b>	The addition of junior/U19, Master men 40+, and Women C/Women Novice categories was discussed.	<i><b>Action:</b> Sherry to send information/draft letter for competition committees to review and send out to race organizers.</i>
6.	<b>Sector Reports</b>	<p>See Appendix A for submitted sector reports.</p> <p>MTB Competition: Ryan explained the change in the points awarding system. Now based on placing and no longer on finish times.</p> <p>Road Competition: Zach discussed the new sponsorship banner, road signs, and race numbers.</p> <p>Athlete Development; it was announced that Sherry would be Head Coach of the CG Mountain Bike Team and Jon would be Head Coach of the CG Road Cycling Team.</p> <p>MTB ORA: lola noted that MTB ORA should have a representative at the Nova Scotia Trails Federation meetings</p>	
7.	<b>Short Items</b> School Program  Joining BNS as a Club  Bike the Oval  Strategic Planning  MEC	<p>lola reported that a couple of HRM schools were planning to offer cycling. Rocky Lake Junior High is looking for help with getting a cycling club started.</p> <p>Information was provided to Susanna on how WOW can form a club.</p> <p>Insurance for an event was discuseed</p> <p>Susanna discussed the outstanding money owed from</p>	<p><i><b>Action:</b> lola to respond to Kate with the answer that BNS can insure it.</i></p> <p><i><b>Action:</b> Everone to share the Survey Monkey for Strategic Planning</i></p>

		these 2 MEC grants.	<i>Action: Susanna to look for receipts so that remaining MEC grant money can be obtained.</i>
	<b>Next meeting</b>	<b>May</b>	<i>Action: lola to determine the date, time, and venue for the next meeting.</i>
	Adjourn	Susanna motioned the meeting adjourn at 8:45 pm	

**Submitted by: Sherry Huybers**

## **Appendix A – Sector Reports**

### **Road Competition/Cyclocross**

Hello all, I will be at meeting.

First race is on April 24 final arrangements are being made by organizers and officials.

Arrangements were made for 15 people to take CCC drivers course. So far 5 people have successfully completed the course. These people will be issued tech licenses. This training is being highly recommended by CCC and may be required in the near future to obtain and be fully covered by insurance for road events.

Sponsorship was acquired for podium banner and race numbers/plates. This \$ is to be split equally between Road and MTB sectors. Banner/signage with sponsors logos will be displayed at race awards.

Submitted budget but already realize that i may have to add a few more expenses for Cyclocross etc.

Zach Steinman

### **Events Coordinator**

Made some progress with our Holman insurance broker after a couple phone conversations. Had some initial frustration that has since been worked out.

Latest race calendar has been published, 8 Cross Country, 6 Gravity and an unprecedented 13 Road Races.

### **Co-President Iola**

April - Last month I...

put together the nominees for the RICOH awards and submitted them based on our Awards.

let MRWA know they received a Grant and drafted a Grant contract for future use

meeting with Sherry and Mike Hudson at 3 pm today to discuss women' coaching grant

Outstanding – draft opt-in communique for membership

### **Co-President Susanna**

I've been working on the following

- budgeting for 2016 (thanks to all who have submitted something!)
- cleaning up our financials (thanks to Mike, Ben and Kate as well as SNS)
- ACOA plans
- Supporting WOW as I can, creating budget, and working with Lynne to have Shelley Porter take over while she is away
- getting info from CCA on membership costs
- inputting Blue Route briefing and overall budget to Department of Energy for consideration in provincial asks to the Federal government on green infrastructure
- tracking down our lack of reporting on MEC grants from 2011, 2012.

Ben has been working on:

- administration of the ACOA grant,
- meeting with trails organizations and municipalities,
- finalizing some of the work for our Connect2 grant,
- report writing and grant writing to CCH ,
- working with the transition of AT from H&W to CCH and
- developing briefing for NSTF meeting this coming Saturday.

### **Road and Bikeways Advocacy**

My sector report:

- Met with Ben, Susanna, and Mark Neener about the bike friendly certification
- Determined that the Road and Bikeways Advocacy committee could be involved in the bike friendly certification and in a safety campaign

Outstanding:

- Send out Charter to groups from the Halifax Roundtable
- Developing a tune up workshop for bike week

Madeline Lawler

## **MTB Competition**

MTB Comp has been up to the following...

- updating forms for race kit to account for all formats of MTB racing (the XC results sheets do not work for 4X or Enduro and are only marginal for DH)
- Pre-building results digital spreadsheets for organizers to fill out post race
- Met with Adam to go over website content and potential changes, I think we'll meet again to develop more content
- Checked in with Cycling Canada regarding Canada Cup, should have an answer by end of Month on if we get a race for 2017
- Sorted out XC points system changes
- planning to adopt the same points format system as CC uses as Canada Cups
- Will pre fill the points on all forms so there is no confusion and everyone knows where they stand right away.
- Checked in with Lisa on events poster content as there were some late additions to the calendar

See ya tonight ,and heads up I will have to miss the May and June meetings if we are keeping with Wednesdays as our Short Track series starts up soon. That is unless we can have meetings on trail instead!

Ryan Lindh  
VP MTB Competition

## **Registrar**

As of April 12th our membership totals stand as such:

### *Memberships*

70 General Memberships  
103 Race/tech licences

### *Clubs*

21 Affiliated Clubs  
1 Associated Club (Randoneeurs)

Notable changes from this year to last:

King's Edge Cycling has joined for this year as an open Affiliated Club, allowing riders and racers from all age groups.

Allan Scott

## **Athlete Development**

Here is my sector report. unfortunately i will not be able to make the meeting.

- 1) Head Coached named for the Canada Games Teams. Congratulations to Sherry Hybers and myself. She is head coach of the Mountain Bike Team. I will run the road team.  
We only had 1 applicant for each position which made things easier.
- 2)I have issued insurance under the grassroots short track series to Cyclesmith, and am awaiting completed application that were sent out to trail flow and Amp organizer .
- 3) I am in the final process of compiling an athlete eligibility list from last year and this years licenses holders, allan has sent me the names. I have drafted a “welcome” letter outlining the Canada games and a basic overview of the selection. Once I have everyones emails plugged into my computer I will be sending this out.
- 4) still refining my provincial team criteria before i present it to the athlete development committee.

Jon