

Bicycle Nova Scotia Board of Directors

lola's boardroom

Wednesday, January 13, 2016

Minutes

1 of 6

Present: Martin Austin, Adam Berry, Ben Buckwold, lola doucet, Susanna Fuller, Sherry Huybers, Jamie Lamb, Allan Scott, Zach Steinman, Kate Venas

Regrets: Alan Avis, Adam Barnett, Adam Bowes, Russ Deveau, David Hales, Kimberly Hoffman, Madeline Lawler, Ryan Lindh, Simon Myatt

	ITEMS	DISCUSSION POINTS	ACTIONS/DECISIONS
1.	Bring to Order/Approval of Minutes	Susanna called the meeting to order at 6:40 pm. Minutes and action items from October's meeting were discussed. July meeting minutes still need to be approved.	<i>Motion: To approve October, 2015 minutes.</i> <i>Moved by lola, seconded by Adam Berry (Motion Carried).</i>
2.	Agenda	As circulated.	
3.	Review of Strategic Planning Notes	Susanna edited the strategic plan notes and wants the Board members to review. She suggested having it available at the AGM.	<i>Action: Develop an AGM committee for presenting the strategic plan to AGM attendees.</i>
4.	AGM Planning	lola discussed the physical activities prior to the meeting. Ben Asked about Oasis insurance and if we should keep it. It was noted that this information is not needed for the AGM but Ben will ask clubs to see who uses it. Bylaw amendments proposed by lola were discussed and voted on.	<i>Action: Ben to check with clubs about use of the Oasis insurance.</i> <i>Motion: To change VP Road and Track to VP Road, Track, and Cyclocross and to break VP RBA into VP Education and VP Road and Bikeways</i> <i>Moved by lola, seconded by Susanna (Motion Carried).</i> <i>Motion: To change President to Co-President of Competition Sector and Co-President of Recreation and</i>

		<p>Board Vacancies were discussed. Sector reporting for the AGM was discussed.</p> <p>Volunteers for the AGM activities were asked for.</p>	<p>Transportation Sector. <i>Moved by lola, seconded by Sherry (Motion Carried).</i></p> <p>Motion: To include in the bylaws "Absence of a Board member for three (3) consecutive meetings can result in termination of Board membership in advance of term completion". <i>Moved by lola, seconded by Allan Scott (Motion Carried).</i></p> <p>Action: Sector reports for the AGM to be submitted by January 31, 2016.</p>
5.	<p>Short Items Head Coach Positions</p> <p>Allocation of monies for MTB governance and protected area access.</p> <p>Ontario Bicycle Tourism Conference</p> <p>Reporting on Funding</p>	<p>Discussion about the Two Head Coach positions to be posted took place including a discussion about honoraria amounts.</p> <p>Susanna reported that the MEC grant application was not successful. Discussion about BNS providing funding to place.</p> <p>Susanna discussed the Ontario Bicycle Tourism Conference.</p> <p>Discussion of all athletes receiving funding from BNS</p>	<p>Motion: To provide each of the coach positions with an honorarium of between \$2000 and \$4000, depending on funding. <i>Moved by lola, seconded by Zach (Motion Carried).</i></p> <p>Motion: To allocate \$10,000 from BNS funds to a short term contract of a mountain bike trails coordinator. <i>Moved by Susanna, seconded by Martin (Motion Carried).</i></p> <p>Motion: To allocate up to \$1500 to send 2 people to this conference. <i>Moved by Susanna, seconded by Sherry (Motion Carried).</i></p> <p>Action: Kate to develop a new expense</p>

	Protocols	need to report how they used the grant.	<i>form and make available on Drop Box.</i>
6.	Sector Reports	<p>See Appendix A for submitted sector reports.</p> <p>Registrar: Allan asked about what system to use for 2016 registrations. It was recommended that BNS stay with Zone 4 for 2016. Allan also asked about what to do for athletes needing licenses prior to the AGM. It was decided that they sign waivers and to base the costs on 2015 pricing. Allan asked about redesigning Zone 4 to make more user friendly. Ben asked Allan about putting the recreational events through Zone 4. Allan confirmed it could be done but help would be great.</p> <p>Events Coordinator: Martin asked about charitable events being free as a big event may end up costing BNS money. Discussion took place around capturing charity event participants as BNS members. Ben suggested tabling this discussion.</p>	<p><i>Action: Allan to proceed with the redesign and to send draft to lola.</i></p> <p><i>Action: Ben to help Allan with Zone 4 recreational events.</i></p>
	Next meeting	March	<i>Action: lola to determine the date, time, and venue for the next meeting.</i>
	Adjourn	lola motioned the meeting adjourn at 9:00 pm	

Submitted by: Sherry Huybers

Appendix A – Sector Reports

Road Competition/Cyclocross

Brief Road sector report.

- Looking to appoint chief commissaire this season to help with coordination of events with officials.
- Will need to order more road bib numbers as many of the numbers were used for cyclocross.
- VP Road has become VP Road/Cyclocross it seems. may want to consider VP cyclocross position in future.
- Looks like full race series coming together with the possible addition of a new organizer and event.
- Cyclocross is no longer interested in a RFID (chip timing) system. Feel it is easier, and less expensive to use number plates and computer application.
- Looking to have organizers meeting at AGM if not able to schedule beforehand.

All the best.

Zach

Events Coordinator

Gearing up for next years event sanction requests - the 2016 form should be ready to be online by the end of the week. I am planning to give organizers reserve rights on the dates that they held last year until February 23rd (this will give organizers a little bit of time after the AGM to finalize their dates).

I would also like to have a formal process concerning the waiving of sanctioning fees for events that have 100% of proceeds going to charities. We have traditionally done this but it has been an informal process. To ensure that it is fair to all organizers hosting charity events it would be better to have official guidelines (free sanctioning in exchange for BNS logo promotion - essentially BNS would be sponsoring charity events through sanction fee waivers).

Cheers,

Martin

REBA

My sector updates are that:

- REBA is considering developing a safety campaign
- attended the TIC meeting last night with Ben and determined as a group that Making Tracks and BNS should work together

Thanks!

Madeline Lawler

Co-President lola

Since the October meeting, i.....

- went to St. John's, NL with Ryan to attend Cycling Canada annual meeting (Oct 30-31/15). We still owe you guys a write-up. I haven't forgotten.
- signed up for CCC Women's Task Force. Have heard nothing yet.;
- met with Evan McInnis, Michelle Aucoin and Mark Smith for Canada Games Reporting. Sherry was in attendance with me. Simon sent regrets. They require more info to process our funding. (Nov 3/15)
- presented at the Halifax Cycling Coalition meeting with Susanna. It was a really positive meeting and am fairly hopeful they will join us this year. We will be attending an AT meeting with them regarding MVA amendments and hopefully will work with them closely on getting changes (Nov 16/15);
- attended Strategic Planning meeting with most of you. We are trying to set up a follow up meeting with Blaise and Michelle, but we are having trouble finding a good day this month. A doodle poll needs to be created (Nov 18/15);
- had a kickass turnout at the Awards. Still need to sit with Zach and Ryan to debrief and strategize about next years Awards (Nov 22/15)
- Marketing meeting with Adam, Alan and Kate at Sunnyside Mall. Came up with great ideas, and ate lots of sugar (Nov 24/15);
- attended Athlete Development meeting at KSL. Great turnout. Discussion around advertising for Canada Games Head Coach. Public notice still under revision (Dec 2/15)

- completed my High Performance multi-sport classroom work and am signed up for the Cycling component to be completed in two weeks on January 22/16 weekend. Five other coaches are currently in process and the goal is to have a few Lfs trained during the same weekend. Jeanne Ju, Lisa McInnis, Kaarin Tae, Jon Burgess and Jeff Zahavich are the others coaches. I believe its only Sherry and Andrew Feenstra that will get the LF training. (Dec 5/15).
- drafted changes to Bylaws regarding Co-Presidency and extra positions, and submitted them to the Board by December 31/15;
- approached Hub and Bike Monkey about having the AGM in Truro. It looks like both Clubs are willing to work together and lead a group ride/snowshoe. Kate has been discussing with the Douglas Street Rec Centre about hosting the event there, so we can just ride to the trails. Very excited!

Co-President Susanna

Hi All,

Below is my co-president report (by next year lola and should be able to coordinate, but our schedules are a bit insane these days!)

- finalized outstanding questions from ACOA, proposal recommended for funding to Minister Jan 6. We should hear soon
- communication with Department of Environment on MEC proposal, they are keen to work with us, despite proposal not being funded.
- communication with Beth McGee from 5 Bridges protected area, wants to establish MTB trails
- working on AGM details with Kate / lola
- two nominations for board (Mike Kennedy, Mary Ellen Donovan)
- put forward proposal to Tourism NS to send two people to Ontario Bike Tourism conference, ben to submit presentation and finalize funding proposal
- Attended Blue Route meeting with Adam and Ben
- met with Joachim Stroink (informally) on MVA amendments, need to include all AT (bikes, skateboards, walking)

I think that is it. I feel like I've done more ...but can't remember the details!

Susanna

Recreation and Touring

Registrar

Registrar Report January 2016

Zone4 registration: an offer has been made by CCN to look after our registration processes: Here is what they offer vs. Zone4 does not

- Bi-lingual French and English, with bi-lingual French and English phone support by CCN should a rider need it
- Volunteer registration
- Family memberships with discount logic for 1, 2 or 3 child families
- The ability to approve and batch print licences (pdf membership cards and welcome letter).
- Costing: Still TBD as I'm not 100% familiar with how Z4 bills us but CCN offers a % fee structure as Zone 4 does

I recommend we continue with Zone 4 and tweak the site to make user access easier including the following:

- 3 separate registration pages (supporting, general, and licenced riders) to avoid the confusion some people experience when registering. This will create more work for reports, but my personal opinion is not abandon Z4 after all the work that went into it.
- Incorporate some of the features that CCN offers (family membership discounts, inquire on general membership cards, etc...)
- CCN doesn't offer race timing. So if we move to them, we will need to find another timing system.

There will be Pro racers who will be looking for race licences in the next couple of weeks. We need to decide the following ASAP.

- What registration system we will be using.
- Cost of registration for this year for the three member types BNS has.
- Last year we registered racers before having them read and sign the code of conducts and waivers, and without paying BNS. This leaves BNS liable for any issues that can arise from this as well as a lot of chasing people to complete a form. Registration fees need to be decided before the AGM so
- Cyclocross race licences. Will these be incorporated into the UCI licence structure and issued via the license cards? If so, how much will the fee be for the additional CX license (if any). Or will it be a separate fee like last year and not be part of the license card

Allan Scott

Registrar, Bicycle Nova Scotia

www.bicycle.ns.ca

Athlete Development

Brief Athlete Dev report:

1. CG Coaching positions descriptions have been drafted up and under review by the Athlete committee.
2. Many coaches are continuing their courses - great job.
3. I have decided to NOT run for re-election at the AGM in February, thus the position is open.

cheers

-Simon