



## Board of Directors Meeting Agenda -12/19/2022

### ZOOM LINK:

Join Zoom Meeting

<https://us06web.zoom.us/j/85163920244?pwd=OUNMS3NmdkV4M2xHZmxjblldiSkhzZz09>

Meeting ID: 851 6392 0244

Passcode: 355977

### Meeting attendees via Zoom:

**Board Members Present:** Jason Grefrath, Melissa Avery, Matt Martinez, May Liu, Haley Nielsen, Robert Leibold, Gabby Zacks, Helena Gilbert-Snyder, Andréa Cherniak-Tyson

### Board Members Absent:

**Guests:** Eve Ben Ora, Mike Hardaway

Official Start: 7:06

### President Update:

- Need to approve budget in the meeting

2023 NCNCA Club Membership is set up on Bikereg [here](#). Membership can be direct deposited into NCNCA account. Tiered levels from 2022 will continue for 2023.

**ACTION (Melissa):** Post information and remind clubs to register via social media. Highlight “what do I get as a member” in announcement.

Group will work to reach more clubs and promote the higher memberships more than for 2022. There will be an individual donate option for club membership.

**ACTION (All):** Send Andrea 2022 NCNCA BoD accomplishments.

Haley is working on putting together a communication strategy to alleviate the volume of emails to all BoD members. Common communication apps and using the NCNCA google drive will be important to make this strategy successful.

**ACTION (All):** When creating policies and conducting analysis, please save all materials to the NCNCA Google Drive [here](#).



## Public Session

Subcommittee is meeting monthly to meet the challenges with officiating: recruitment, training, and mentoring for officials. January class is being offered.

Talked as an officials group about permits being approved outside of officials, compromising safety and making officials' jobs stressful and causing burnout. Officials would like to see a process that gives time for officials review before the permit is approved. Officials coordinator was a helpful position in the past (but position was eliminated).

Officials are in process of finding a new chair for the group.

January 21st meeting is scheduled for officials to meet and discuss issues, welcome new members, etc. First time they've been able to meet post-COVID. Robert and Matt are planning on attending and can bring any takeaways or action items to the board.

**ACTION (Matt & Robert):** Report takeaways and/or action items from the officials meeting at the next BoD Meeting.

## Board Updates

### Treasurer Update

- 2022 Financial Reports are current with October and November uploaded and on the website soon.

-Contractor 1099s processing is starting and will be complete by the end-of-the-year. May will connect with our bookkeeper this month to clarify our timeline.

**ACTION (May)** - talk to bookkeeper to clarify the 1099 timelines.

[-2023 budget](#) - Group reviewed 2023 budget and approved budget in the detail listed at the link.

**ACTION (May)** - look into detail around depreciation line item and adjust as necessary. This item might not be relevant as the accounting method for the budget changed in 2022.

**ACTION (all):** Board members review budget and make comments/questions prior to next meeting.

### Contractor Updates

- **None**



## Committee Updates

**(complete) ACTION (Haley or Andrea)** - Add approved committee structure to BoD handbook.

**ACTION (all):** All Board Members review and volunteer (add your name) to committees you wish to serve. The committee list and any additions to the document will be discussed during the November meeting.

- Gabby - let's agree on a committee meeting schedule, starting in January:
  - **1st Monday of the month:** Scheduling/competition (combined) committee meeting (leader: Gabby?) 7-9 pm
  - **2nd Monday of the month:** Promoters meeting (leader: Gabby?) 7-9 pm
  - **3rd Monday of the month (already happening):** BOD meeting (leader: Haley) 7-9 pm
  - **4th Monday of the month:** EDI/women's committee meeting (leader: Andrea) 7-8 pm
  - Committee leads:
    - Schedule on Zoom
    - Distribute calendar invites to relevant people well in advance
  - Cannot have overlapping meetings due to:
    - Zoom account can only run 1 meeting at a time
    - Several people are in multiple committees
  - Committees needing meeting times:
    - Fundraising/membership
    - Rider support/safety/mentoring
    - District events/community outreach
    - Juniors
    - Marketing/communications

## Promoters / Scheduling Committee

- Gabby - Premier Series
  - Races:

| Race | Promoter | Interested? | Bundle interest? |
|------|----------|-------------|------------------|
|------|----------|-------------|------------------|



# NORTHERN CALIFORNIA NEVADA Cycling Association

|   |  |   |   |
|---|--|---|---|
| 1/28 - Cal Aggie Crit (too soon?)           | UC Davis/Jordy Malmberg                  | Not on the call, no response to email               | Not on the call, no response to email         |
| 2/25 - Snelling RR                          | Velo Promo/Robert Leibold                | Yes!  | Negative (not definite no)                    |
| 3/11 or 3/12 - Land Park Crit or Bariani RR | SGW/Gregg Roh                            | Yes - Bariani RR (but also flexible with Land Park) | Neutral - need more info, willing to discuss  |
| 3/25 - Cat's Hill Crit                      | SJBC/Diana Hellman                       | Yes - maybe omnium w/ Santa Cruz                    | Neutral to negative, need SJBC board approval |
| 3/31-4/2 - Chico Stage Race                 | Sky Express/Matt Martinez                | Maybe - will be OBRA, need to check categories      | Neutral                                       |
| 4/8 - Copperopolis RR                       | Velo Promo/Robert Leibold                | Yes!  | Negative (not definite no)                    |
| 4/29-4/30 - Berkeley Omnium                 | BBC/Jason Tang                           | Yes!  | Neutral - need more clarity, open to discuss  |
| 5/21 - Tri Valley Crit                      | Sky Express/Matt Martinez                | Yes!  | Neutral                                       |
| 6/3 - Dash for Cash Crit                    | IC3/Miguel Castro                        | Not on the call, no response to email               | Not on the call, no response to email         |
| 6/17 - Pescadero RR                         | Alto Velo/Bernardo Tapia                 | Yes (via email follow-up)                           | Did not respond to that part of email         |
| 7/15 - Cull Canyon TT                       | Team Fremont/Jesse Avery                 | Yes!  | Positive (low attended race!)                 |
| 7/23 - Sand City Crit                       | Monterey Bay Cycling Team/Tom McCullough | Yes (via email follow-up)                           | Did not respond to that part of email         |
| 8/12 - Dunnigan Hills RR                    | Velo Promo/Robert Leibold                | Yes! - or Winters                                   | Negative (not definite no)                    |
| 9/17 - Oakland Grand Prix Crit              | Velo Promo/Robert Leibold                | Yes!  | Negative (not definite no)                    |

- BikeReg bundle: Will be revisited for 2024. Not enough time or broad interest to implement in 2023.:
  - Velo Promo = 4/12 series races, not super into it. If Robert doesn't want to do it, let's table this idea for this year.
  - Helen's idea: all races in series commit to XX% discount for racers who register at least 7 days before event
    - Simpler, still encourages early sign-ups
    - Still would need to get promoter buy-in
- Next steps:
  - Gabby/Helen: Provide guidance to Sand City on categories/schedule
  - Gabby: Contact series promoters to get buy-in for early-reg discount



# NORTHERN CALIFORNIA NEVADA Cycling Association

- Gabby: Create detailed guide for promoters for series guidelines
- SOMEONE (can be Gabby but other may be more artistic): Create promo material - melissa
- Women's rr alt format:
  - Goal for short course: be approachable and achievable for a complete beginner who isn't super fit
  - Goal for long course: provide a challenge for top-tier racers
  - People are getting hung up on what course people need to do for BAR/BAT eligibility – I want the focus to be on all racers can do whichever course they choose. How to communicate better?
  - Velo Promo interested for all races, needs to work out details → contact Gabby w/ questions
  - Bariani and Berkeley Hills possibly interested
  - Next steps:
    - Work with Robert on details
    - Follow up with Bariani, Berkeley Hills, Pescadero
- Promoters meeting held on 12/14.
  - Final 2023 road race calendar
  - Officials update
  - Districts bids + CA state championship update
  - Premier Series - Which races are interested?
  - Gauging interest on BikeReg bundle
  - Women's RR alt format - Which races are interested?
  - Suggested crit schedule
  - 2022 NCNCA Rider Sentiment Review
- **ACTION (Jason, Haley):** Follow up and discuss the March 25/26 conflict with Jordy (UCD) and Diana (SJBC) to resolve the issue of the date conflict.

## Officials Committee

**(complete) ACTION (Jason & Ryan):** include “elevator pitch” text for officials needed in email to people indicating they want to help the NCNCA.

**ACTION (Jason):** send an email asking for help with the website/webmaster, mentor coordinator, and rider support volunteers.



## Competition Committee

**ACTION (Matt):** Discuss 2023 sponsorship/partnership with Pactimo and report back at the next meeting.

## Membership Committee

**(complete) ACTION (Jason):** Finalize racer sentiment presentation and send to the group for posting either to the drive or other public communication.

## Safety Committee

None

## Women's/EDI Committee

- Small group on 1st meeting- need continual push for volunteers
- Laurel suggested NCNCA asking clubs to create their own Code of Conduct, especially Social Media, using ours/USAC as guide
- NCNCA helping/advocating for what makes a great team environment

Volunteer/Mentors discussion with Larry

Level Up Your Ride with USAC

## Juniors Committee

None

## Policies and Procedures Committee

**ACTION (All)** - BoD members update contact information in NCNCA BoD contact sheet [here](#).

## Development Marketing/Comms Committee

**TABLED from previous meeting:** Discuss future of the NCNCA website to the next meeting. Alec would like to consider passing the website management on to someone new.



Andrea suggesting- End of year recap to our members/community highlights of what we accomplished, help show value of NCNCA when renewing membership

## Banquet Committee

- **(complete) ACTION from previous meeting:** Jason create google sheet with contact information for BAR/BAT winners with board members filling out information for winners.
- **(complete) ACTION:** Please update BAR/BAT contact information and others you'd like to be recognized at the NCNCA Banquet [here](#)
- **(complete) ACTION (Everyone):** Update the BAR/BAT list (link above) with people who should be recognized at the banquet.
- **(complete) ACTION (Haley, Melissa, Gabby):** Meet and coordinate the banquet moving forward.

## Old Business

None

## New Business

**ACTION (All):** When addressing sensitive issues publicly on email, social media, etc, the BoD must be aligned internally before responding. Before responding individually, if there is ambiguity in the group opinion, please solicit and obtain BoD consensus on how to respond. Haley is developing an internal comms playbook.

**ACTION (Haley):** Develop and distribute internal comms playbook for the BoD to respond and communicate regarding sensitive issues.

**TABLED:** Inquire about Extending board position from 1 year to 3 years. (Matt will write up something for the group to review)

**TABLED:** What are the 2023 Board goals? How will we know if we met them?

**TABLED:** Review old USAC Contract. What worked what didn't. Contract is on the drive. USAC would like to meet with the NCNCA President and discuss a larger funding model.



# NORTHERN CALIFORNIA NEVADA Cycling Association

| Meeting Notes Approval (Please date below for approval) | Date     |
|---|----------|
| Jason Grefrath  | 12/28/22 |
| Melissa Avery   | 1/16/23  |
| Matt Martinez   | 12/31/22 |
| May Liu   | 1/16/22  |
| Haley Nielsen   |          |
| Robert Leibold  |          |
| Gabby Zacks   | 12/29/22 |
| Helena Gilbert-Snyder                                   | 12/20/22 |
| Andréa Cherniak-Tyson                                   | 12/28/22 |