



## **Board of Directors Meeting Minutes**

### **January 24, 2019**

The meeting was called to order at 6:37pm at Mimi's Café in Irvine.

**Directors present:** Marc Urias, Vince Wilhelm, Steve Buescher, Bob McHenry, Lindsay O'Neill, Bill Sellin, Jane Schrenzel, Paul Haussler

**Directors absent:** Dave Murphy, Deby Six

**Guests:** 3 outgoing board members

#### **Reading of the Minutes**

Minutes of the 1/3/19 Board meeting and the 1/19/19 Annual meeting were accepted.

#### **New Business**

Bill made a motion, seconded by Marc, to appoint Paul Haussler to one of the open Director at Large positions, and the motion passed. The Board would like the primary emphasis of this position to be assisting the ride coordinator.

#### **Director Reports**

##### **President: Marc Urias**

Past vice president Laura Brown was present to review the annual meeting and banquet, which was considered to be a success. Steve reported the expenses to be higher than anticipated. Laura recommended the Board reserve the venue for the annual meeting next year. Bob made a motion to table planning next year's annual meeting at this time. Bill proposed an amendment to the motion to allow Laura, Steve, and Dave to get together and review the meeting expenses. Neither the motion nor the amendment were seconded.

Bob reported on his research regarding the UCI Anti-Cancer Challenge, and recommended the club become a sponsor of the ride. Bill made a motion that the club support this event as an official club ride. Jane seconded the motion and it passed. Bob made a motion that the club form an official BCI Team to participate in the event, and volunteered to be the team captain. Jane seconded the motion and it passed.

The club needs a speaker for the 2/13 general membership meeting. The Board would like Dave to see if a speaker related to the Anti-Cancer Challenge can be arranged for the February or April general membership meetings.

**Vice President: Dave Murphy**

(no report)

**Ride Coordinator: Vince Wilhelm**

Vince is working to compile a new database of the club’s routes.

A remote ride in Whittier has been placed on the calendar for 2/16.

Noting regroup locations on route slips was discussed. Due to all the variables involved, and past club experience, the consensus was this does not work very well for our club.

**Treasurer: Steve Buescher**

The treasurer’s monthly report as of 12/31/19 is attached to these minutes. The report includes a year-to-year summary of income and expenses for 2015-2018. Net loss in 2018 was less than 2017, but higher than anticipated.

A summary of preliminary annual banquet income and expenses was presented to the board, and is attached to these minutes. The final income and expenses for the annual meeting banquet should be reflected in next month’s financials.

The club’s debit card was suspended due to possible fraudulent activity, with no club monies lost. Steve is getting the card replaced.

**Secretary: Bob McHenry**

Bob will send some marketing information about the Anti-Cancer Challenge to Bill to include on the club website.

**Statistician: Lindsay O’Neill**

Lindsay needs to be given admin privileges for the BCI Club on Strava in order to gather statistics.

Lindsay will create an online training video to show members how to install and use Strava, to place on the BCI website.

**Membership: Deby Six**

<b>Membership Levels</b>	<b>Active</b>	<b>Expired</b>
Club Membership	287	366
Life Membership	25	0
Sponsor (Donations)	32	11
Sponsor (Paid)	1	0

3 new members joined since last report.

Bill updated the sponsorships on TidyHQ, and Deby will visit several sponsor in January to double-check their participation.

Deby will send thank you emails by 2/1 to sponsors who donated to the annual meeting raffle.

**Communications: Bill Sellin**

Bill would like to schedule 2 newbie rides before the 6/8 Anti-Cancer Challenge.

Bill is soliciting alternate ideas for the Spring Fling, maybe different dates or destinations?

After some discussion, it was the board consensus to continue to give directors free dues for the year, partly to offset them paying for their own dinners at each board meeting.

Bill made a motion to allocate \$700 for a new LCD projector, to replace the aging projector the club uses now at meetings. Lindsay seconded the motion, and it passed.

Bill asked about the club donating to the Orange County Bicycle Coalition and California Bicycle Coalition. Steve will check on the dates and amounts of the club's last donations to these organizations.

**Hospitality: Jane Schrenzel**

Jane brought up the issue of people who want to attend the annual meeting but don't want to buy dinner. Perhaps the club should consider splitting the Annual meeting and banquet into two separate events? Most of the board felt it best to stay with the combined format.

**Director at Large: Paul Haussler**

(no report)

**Director at Large: (open)**

**Old Business**

None.

**The meeting was adjourned at 8:12pm.**

**The next Board meeting will be Thursday February 28th at Denny's Restaurant in Mission Viejo.**

# **BCI BOD Meeting Treasurer Update**

## **January 2019**

Steve Buescher

# Bank Accounts Overview

(data through 31 December 2018)

- Savings -           \$16,027.92           +\$       0.13
- Checking -         \$ 2,697.86           - \$ 1,331.07

Note: Paid City of Irvine \$1880.00 for the rental of the Quail Hills Community Center for the Annual Banquet (\$400 deposit)

# Year to Date Summary

(data through 31 December 2018)

	2017		2018	
	December	YTD	December	YTD
<b><u>INCOME</u></b>	\$ 250.15	\$ 9,817.89	\$ 200.13	\$ 11,003.63
<b><u>EXPENSES</u></b>	\$ 557.43	\$ 12,016.71	\$ 2,108.41	\$ 12,238.80
<b><u>NET INC / (EXP)</u></b>	\$ (307.28)	\$ (1,891.54)	\$ (1,908.28)	\$ (1,235.17)

- Notes:
- (1) Expense: Quail Hill Facility Rental Fee (\$1440)
  - (2) Expense: Quail Hill Facility Rental Deposit (\$400)
  - (3) Income: No income from Annual Meeting and Banquet ticket sales recorded in December for 2017 and 2018.

# Year to Year Summary

STATEMENT OF ACTIVITIES	2015	2016	2017	2018	2018 vs 2017
	Jan to Dec	Jan to Dec	Jan to Dec	Jan to Dec	
<u>INCOME</u>	YTD TOTAL	YTD TOTAL	YTD TOTAL	YTD TOTAL	
Apparel sales	\$ 1,853.00	\$ 58.00	\$ -	\$ -	\$ -
Divinc	\$ 0.58	\$ -	\$ -	\$ -	\$ -
Donations		\$ 5.00	\$ -	\$ -	\$ -
Events/Hospitality		\$ -	\$ -	\$ -	\$ -
BBQ	\$ 360.00	\$ 405.00	\$ 465.00	\$ -	\$ (465.00)
Bike Rally	\$ 460.00	\$ 516.00	\$ 787.00	\$ 1,200.00	\$ 413.00
Holiday Party		\$ -	\$ -	\$ -	\$ -
Meeting Annual Banquet	\$ 1,470.66	\$ 2,688.95	\$ 1,661.86	\$ 2,025.00	\$ 363.14
Meeting Bnqt Raffel		\$ 655.00	\$ 710.00	\$ 737.00	\$ 27.00
Meetings		\$ -	\$ -	\$ -	\$ -
Spring Fling / Summer Soltice	\$ 960.00	\$ 870.00	\$ 475.00	\$ 330.00	\$ (145.00)
Interest Income	\$ 5.56	\$ 6.82	\$ 11.56	\$ 1.72	\$ (9.84)
Membership dues Paypal	\$ 6,255.28	\$ 5,301.36	\$ 3,642.27	\$ 5,014.31	\$ 1,372.04
Membership dues check/cash		\$ 1,040.00	\$ 1,815.20	\$ 1,192.60	\$ (622.60)
Other Income	\$ 1,883.00	\$ -	\$ -	\$ 53.00	\$ 53.00
<b>Security Deposit</b>	<b>\$ 474.00</b>	<b>\$ 550.00</b>	<b>\$ 250.00</b>	<b>\$ 450.00</b>	\$ 200.00
Uncategorized	\$ 2.66	\$ -	\$ -	\$ -	
<b>TOTAL INCOME</b>	<b>\$ 11,871.16</b>	<b>\$ 12,096.13</b>	<b>\$ 9,817.89</b>	<b>\$ 11,003.63</b>	\$ 1,185.74

# Year to Year Summary

STATEMENT OF ACTIVITIES	2015	2016	2017	2018	2018 vs 2017
<b>EXPENSES</b>	YTD TOTAL	YTD TOTAL	YTD TOTAL	YTD TOTAL	
Advocacy	\$ 1,058.00	\$ 1,000.00	\$ -	\$ -	\$ -
Apparel	\$ 1,704.00	\$ -	\$ 175.09	\$ -	\$ (175.09)
Circle of Safety Wrist Bands	\$ 26.20	\$ 200.50	\$ -	\$ -	\$ -
Circle of Safety - Other		\$ -	\$ -	\$ -	\$ -
Donations		\$ 250.00	\$ 2,000.00	\$ 100.00	\$ (1,900.00)
Events/Hospitality		\$ -	\$ -	\$ -	\$ -
BBQ	\$ 220.00	\$ 264.96	\$ 295.87	\$ -	\$ (295.87)
Bike Rally	\$ 1,020.00	\$ 968.82	\$ 1,263.59	\$ 1,696.36	\$ 432.77
Holiday Party		\$ 220.00	\$ 93.63	\$ 364.26	\$ 270.63
Meeting Annual Banquet	\$ 4,771.74	\$ 1,883.12	\$ 2,123.70	\$ 2,271.05	\$ 147.35
Meeting Bnqt Room Rental		\$ 1,116.00	\$ 518.00	\$ 1,655.60	\$ 1,137.60
Meetings	\$ 243.11	\$ 680.43	\$ 275.33	\$ 470.56	\$ 195.23
Summer Soltice / Spring Fling	\$ 610.28	\$ 687.74	\$ 597.93	\$ 306.63	\$ (291.30)
Fees - Bank		\$ 30.00	\$ 73.25	\$ -	\$ (73.25)
Fees - Paypal (0.88/0.86 per member)	\$ 208.29	\$ 244.14	\$ 154.63	\$ 286.74	\$ 132.11
Fees - Tidy HQ (0.60 per membership)		\$ 164.74	\$ 404.57	\$ 549.06	\$ 144.49
Gas reimbursement		\$ 30.61	\$ -	\$ -	\$ -
Insurance - D&O	\$ 1,000.00	\$ 475.00	\$ 475.00	\$ 450.00	\$ (25.00)
Insurance - Liability	\$ 988.95	\$ 943.35	\$ 940.50	\$ 949.05	\$ 8.55
Postage		\$ 9.40	\$ 10.59	\$ -	\$ (10.59)
PO Box Rental	\$ 132.00	\$ 140.00	\$ 166.00	\$ 79.00	\$ (87.00)
Prizes	\$ 393.97	\$ 116.64	\$ -	\$ -	\$ -
Printing - Route slips	\$ 1,735.32	\$ 1,496.11	\$ 1,496.38	\$ 1,323.47	\$ (172.91)
Printing/stationary/Other		\$ 8.64	\$ 14.44	\$ 196.90	\$ 182.46
<b>Security Deposit</b>		\$ 250.00	\$ 250.00	\$ 650.00	\$ 400.00
Spirit Awards / Mileage Awards		\$ 84.24	\$ 96.75	\$ 88.17	\$ (8.58)
City of Irvine / State of California / IRS		\$ 20.00	\$ 39.95	\$ 39.95	\$ -
<b>Website Programming</b>	\$ 2,250.00	\$ 1,250.00	\$ -	\$ 24.00	\$ 24.00
Web Hosting	\$ 578.45	\$ 345.35	\$ 335.40	\$ 335.40	\$ -
Uncategorized	\$ 8.71	\$ 26.00	\$ 216.11	\$ 402.60	\$ 186.49
		\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 16,949.02</b>	<b>\$ 12,905.79</b>	<b>\$ 12,016.71</b>	<b>\$ 12,238.80</b>	<b>\$ 222.09</b>

January 2019 BOD



# Year to Year Summary

STATEMENT OF ACTIVITIES	2015	2016	2017	2018	2018 vs 2017
NET INC/EXP	\$ (5,077.86)	\$ (809.66)	\$ (2,198.82)	\$ (1,235.17)	\$ 963.65 <b>See Below</b>

Analysis of Net 2017 versus Net 2018 - A couple of adjustments need to be made:

1. Income of \$540 (PayPal deposit for December 2017 occurred in January 2018  
Thus; \$540 should be shifted back to 2017 as Income
2. Expense of \$400 for deposit for Quail Hill Facility occurred in December 2018 should be transferred to January 2019

The result would be the following:

$$2017 \text{ Net} = (\$1,658.82) = (- \$2,198.82 + \$540.00 = - \$1,658.82)$$

$$2018 \text{ Net} = (\$1,375.17) = (- \$1,235.17 - \$540 + \$400 = - \$1,375.17)$$

New 2017 versus 2018 Net Loss = \$283.65 (versus the \$963.65 above)

**Bottom Line: Better (less Net loss) in 2018 but not as good as it looked**

# Annual Banquet and Meeting Summary

	<u>Income:</u>	<u>Expense:</u>	
Dinners (73)	\$ 2,007.50		
Raffle	\$ 500.00		(estimate)
 <u>Peppino's Catering</u>			
Food for 100		\$ 2,195.00	
coffee for 80		\$ 80.00	
gratuity (18%)		\$ 409.50	
Servers (x2)		\$ 280.00	
Bartender		\$ 250.00	
tax @ 7.75%		\$ 176.32	
Sub Total		<u>\$ 3,390.82</u>	
 <u>City of Irvine</u>			
Sound System		\$ 10.00	
Catering Containers		\$ 40.00	
Room Rental+		\$ 1,440.00	
		<u>\$ 1,490.00</u>	
Miscellaneous		\$ 200.00	(estimate)
Spirit Awards		\$ 168.09	
<b>Totals</b>	<b>\$ 2,507.50</b>	<b>\$ 5,248.91</b>	
<b>NET</b>	<b>\$ (2,741.41)</b>		