



BCI Board Meeting Minutes

December 22, 2016

The meeting was called to order at 6:39pm at Mimi's Café in Irvine.

Directors present: Mike Farrell, Penny Poorman, Ann Reichling, Bob McHenry, Marc Urias, Monica McCarthy, Bill Sellin, Jim Norman, Randy Profeta

Directors absent: Norm Moyer, Suzanne McCord

Guests: 1

Reading of the Minutes

Minutes of the 11/17/16 Board meeting were accepted.

Director Reports

President: Mike Farrell

Nominations for 2017 Board positions closed 12/21/16, and a ballot will be posted on the website by 12/31.

There are still some problems on TidyClub with multiple entries for the same person. This is likely because couples could previously use the same email address for their membership, while TidyClub uses the email address as the unique identifier for each member. TidyClub automatically sends members reminders to pay their annual dues 2 weeks before their membership expires.

Outgoing Board members should update their job descriptions on Google Drive to assist the transition to the new Board.

The Spirit Award winner for this year has been selected by the previous award winners. The award is to be presented at the annual meeting banquet.

The following items were discussed without any actions being proposed:

- 1) Getting more slower riders to participate in Friday rides.
- 2) Richard Scheff's by-invitation-only Friday rides, which start from the same place and time as BCI's Friday ride.
- 3) A new name for the "Bear training ride" series which Mike is putting back on the club calendar this year, even though it appears OCW will no longer be organizing the Ride Around the Bear.

Vice President: Penny Poorman

Penny solicited 5 vendors for the annual banquet and selected Peppino's to be the caterer. The annual banquet program will include sign-in, greeters, the raffle, Richard Scheff, a speaker, awards, and the Board of Directors election results.

Penny has already met with Maya Zeigler to transition the vice-presidency for next year.

Treasurer: Ann Reichling

The treasurer's monthly report as of 12/22/16 is attached to these minutes.

Ann confirmed the bank can issue a new debit card for the club's account every year, in the name of the current treasurer.

Secretary: Bob McHenry

(no report)

Statistician: Marc Urias

Penny made a motion, seconded by Bill, that the mileage awards for 2016 be certificates, not vests. The motion passed. Jim made a motion, seconded by Bill, that in 2017 the club also track and award members for the most participation in rides, regardless of mileage. The motion passed.

Membership: Monica McCarthy

The club has 331 members and 17 sponsors.

Monica wants Debbie Six to have access to the TidyClub membership data, for the purpose of transitioning to next year.

Communications: Bill Sellin

Bill will send PDF's of the current operations manual to current Board members for review.

Director at Large: Jim Norman

Jim will post on the website a request for volunteers to form a committee, headed by Alex Lim, to look into new club jersey designs.

Director at Large: Randy Profeta

(no report)

Old Business

Jim stated the club's fiscal year can be whatever the club desires, and the IRS has a form for non-profits to file to change it. Ann made a motion, seconded by Jim, that the club not pursue changing the fiscal year. The motion passed.

Bob made a motion, seconded by Jim, that the club add the following perk to being a sponsor: Once a year, a sponsor can host a weekend rest stop at their place of business, if a suitable date

and route can be worked out with the ride coordinator, and the sponsor furnishes the drinks and snacks. The motion passed.

It was decided Mike's desire to create a bi-monthly or quarterly Pacelines PDF, rather than blog posts on the web site, would best be addressed by the new board next year.

New Business

(none)

The meeting was adjourned at 7:44pm.

The next Board meeting will be 1/25/17, at a location to be determined. The 2017 Board will select the directors at large for 2017 at this meeting.

From: Ann Reichling <areichling123@gmail.com>
Subject: Fwd: Treasurer Report 12-22-16
Date: December 22, 2016 at 12:30 PM
To:



Begin forwarded message:

From: Ann Reichling <areichling123@gmail.com>
Subject: Treasurer Report 12-22-16
Date: December 22, 2016 at 12:21:56 PM PST
To: Ann Reichling <areichling123@gmail.com>

Dear Board,

Here is the report as of December 22, 2016.

FINANCIAL POSITION		12/22/16	CASH ACTIVITIES	
			11/17/16 to 12/22/16	
	checking	\$4,043.71	interest	\$0.14
checks outstanding		-104.29	membrships Paypal 9	\$185.31
	Paypal	\$172.08	membrships Chk/csh 4	\$80.00
	savings	<u>\$17,514.90</u>	Paypal fees	\$(7.92)
TOTAL ASSETS		\$21,626.40	Tidy Club Fees	\$(5.31)
			apparel sales	\$58.00
			gen meeting supplies	<u>\$(62.05)</u>
			NET INCOME/EXP	\$248.17

At the last meeting we discussed activation of the US Bank debit card to facilitate electronic payments. The bank advised that the current card was inactivated because it was never used, however a new card will be issued next year and can be activated by the next treasurer. The card cannot be in the name of a business (or club) but must carry the name of the responsible individual.

We also discussed changing our fiscal year end to be more in line with final club business that takes place each year in January. I checked with the IRS to find out if there were any restrictions on doing this. Below, in blue, is an excerpt from the IRS website regarding 990-N non profit filing. It seems it is up to the organization to determine their own year end, I also checked BCI bylaws but there was no mention of fiscal or calendar year end at all. Traditionally we have used December 31. At this point it would be up to the Board or incoming Treasurer to pursue this.

How can I determine what my exempt organization's tax year is?

A tax year is usually 12 consecutive months. There are two kinds of tax years:

- **Calendar Tax Year:** This is a period of 12 consecutive months beginning January 1 and ending December 31; or
- **Fiscal Tax Year:** This is a period of 12 consecutive months ending on the last day of any month except December.

Generally, your tax year (or accounting period) can be found in the following documents:

- Your organization's by-laws.
- Your application for federal tax-exempt status (Form 1023 or Form 1024) or the determination letter you received approving your tax-exempt status.
- The application, Form SS-4, your organization filed to obtain its employer identification number (EIN).
- A copy of a prior year return, Form 990 or 990-EZ, that you filed with the IRS.

Regards,

Ann Reichling Treas