



## Board of Directors Meeting Minutes November 29, 2018

The meeting was called to order at 6:36pm at Mimi's Café in Irvine.

**Directors present:** Mike Farrell, Laura Brown, Jim Norman, Steve Buescher, Bob McHenry, Deby Six, Bill Sellin

**Directors absent:** Randy Profeta, Jane Schrenzel, Alex Lim, Monica McCarthy

**Guests:** 0

### Reading of the Minutes

Minutes of the 10/25/18 Board meeting were accepted.

### Director Reports

#### President: Mike Farrell

The nominating committee for the upcoming annual election of the board of directors consists of Mike, Laura Brown, and Deby Six. Ed Trainor also offered to help on the committee.

Members self-nominating to date are:

Lindsay O'Neill	Statistician
Dave Murphy	Statistician or Director at Large
Vince Wilhelm	offer to help

The recent club jersey order has been delayed again, with an unconfirmed delivery date of 12/20.

Nominations for the Spirit Award for the annual banquet need to be solicited from the prior winners, and Deby volunteered to coordinate this.

#### Vice President: Laura Brown

The 12/13 general membership meeting will be a holiday-themed social ice-breaker event, including Christmas carols and New Year resolutions related to cycling.

#### Ride Coordinator: Jim Norman

The club still needs a member to step up and head the Friday morning rides, in order for them to be offered in 2019. Links have been posted on the club website to find a new leader. The club might consider changing the Friday rides to Thursdays to see if attendance increases.

#### Treasurer: Steve Buescher

The treasurer's monthly report as of 10/31/18 is attached to these minutes. The Year to Date

Review in the report was discussed: income is up \$967 and expenses are down \$1,620 at this point in time.

Steve presented an Annual Meetings Financial Summary for 2015 through 2018, including projections for the 1/19/19 annual meeting. After review and discussion, Bob made a motion to set the price per member for the annual meeting banquet at \$27.50. Bill seconded the motion and it passed.

The Quail Hill Community Center has been reserved with the city of Irvine from 4:00-10:00pm for the annual meeting. A licensed liquor server will be needed at the event, from approximately 5:30-8:30pm, to dispense member-provided alcoholic beverages. The caterer should be able to provide this service for the event.

**Secretary: Bob McHenry**

Bob will contact Cygolite about sponsoring a jersey day rest stop or demo night in the spring.

Bob reviewed the Statistician director's duties in the club bylaws (attached). The club is transitioning from manually collecting statistics to collecting statistics electronically via the Strava app and website. It was agreed no change is needed to the bylaws for this change. It was noted that the new statistician will need to assist members with joining the BCI club on Strava, and coordinate the social media aspects of the BCI club on Strava also.

The BCI Member Medical Information cards were received from the printer, and are being put out at weekend ride starts. Approximately 125 cards have already been taken by members.

Bob presented write-ups to specify responsibilities the board would like to emphasize when selecting candidates to fill the at-large director positions in January: a Ride Coordinator assistant and a Vice-President/Director of Hospitality assistant. Bob will forward to Bill for placement on the club website.

**Statistician: Randy Profeta**

(no report)

**Membership: Deby Six**

<b>Membership Levels</b>	<b>Active</b>	<b>Expired</b>
Club Membership	302	
Life Membership	25	
Sponsor	32	11

Deby presented her new TidyHQ automated welcome letter for new members and renewal email to the board (attached).

Deby turned the club default for automatic renewal of memberships by TidyHQ to OFF, after discussion at last month's board meeting. Bob made a motion to change the club auto-renewal default to ON, as long as individual members can opt out. Steve seconded the motion and it passed.

**Communications: Bill Sellin**

A newbie ride will be held on Saturday 12/8. The 12/11 Tuesday ride will be a special route with the rest stop hosted by the Broadhags. Christmas day and New Year's day rides will use the normal Tuesday routes leaving from University Community Park.

The monthly Friday Get Together dinner is changing from Orchard Hills Shopping Center to the Los Olivios Marketplace.

**Hospitality: Jane Schrenzel**

(no report)

**Director at Large: Alex Lim**

(no report)

**Director at Large: Monica McCarthy**

(no report)

**Old Business**

None.

**New Business**

As requested by the city of Irvine, Bob sent the attached letter of support on behalf of the club to the Southern California Association of Governments for the city's *First and Last Mile Connections to the Irvine Station* project application.

**The meeting was adjourned at 8:20pm.**

**The next Board meeting will be Thursday January 3<sup>rd</sup> 2019 at Mimi's Café in Irvine.**

# **BCI BOD Meeting Treasurer Update**

## **November 2018**

Steve Buescher

# Bank Accounts Overview

(data through 31 October 2018)

- Savings - \$18,027.78 change + \$ 0.15
- Checking - \$ 2,261.84 change - \$ 561.11

# Year to Date Summary

(data through 31 October 2018)

	2017		2018	
	OCT	YTD	OCT	YTD
<u>INCOME</u>	\$ 625.98	\$ 9,164.09	\$ 1,055.15	\$ 10,132.06
<u>EXPENSES</u>	\$ 684.37	\$ 11,285.08	\$ 1,695.11	\$ 9,695.11
<u>NET INC / (EXP)</u>	\$ (58.39)	\$ (2,120.99)	\$ (639.96)	\$ 466.85

## NOTES:

### Income

\$900 PayPal memberships for both September and October

### Expenses

\$940 General Liability Insurance renewal

\$342 TIDYHQ renewal

\$ 79 BCI Banner

# Year to Date Review

## Income

No BBQ	\$465	Down
Bike Rally	\$413	Up
Annual Banquet	\$363	Up
Spring Fling	\$145	Down
Membership Dues	\$533	Up
Other	\$250	Up
	<b>NET</b>	<b>\$967 Up</b>

# Year to Date Review

## Expenses

Donations*	\$1,900	Down
NO BBQ	\$ 295	Down
Bike Rally	\$ 432	Up
Spring Fling	\$ 291	Down
General Meeting	\$ 112	Up
Route Slips	\$ 113	Down
TIDYHQ	\$ 136	Up
PayPal	\$ 111	Up
	<b>NET</b>	<b>\$1,620 Down</b>

\* OC Bicycle Coalition



# Annual Meetings Financial Summary

		2015	2016	2017	2018	2019
<b>INCOME</b>						
	Number of people			85	81	90
	Tickets	\$ 1,470	\$ 2,689	\$ 1,662	\$ 2,025	\$ 2,250
	Raffel	\$ -	\$ 655	\$ 710	\$ 737	\$ 700
	<b>Total</b>	<b>\$ 1,470</b>	<b>\$ 3,344</b>	<b>\$ 2,372</b>	<b>\$ 2,762</b>	<b>\$ 2,950</b>
<b>EXPENSE</b>						
	Food+	\$ 4,771	\$ 1,883	\$ 2,124	\$ 2,271	\$ 2,500
	Room	\$ -	\$ 1,116	\$ 518	\$ 215	\$ 1,400
	<b>Total</b>	<b>\$ 4,771</b>	<b>\$ 2,999</b>	<b>\$ 2,642</b>	<b>\$ 2,486</b>	<b>\$ 3,900</b>
<b>NET</b>		<b>\$ (3,301)</b>	<b>\$ 345</b>	<b>\$ (270)</b>	<b>\$ 276</b>	<b>\$ (950)</b>

\$25 PP

Duties of the Officers (from Article X of the Bylaws of the Bicycle Club of Irvine, as amended in January of 2015):

#### STATISTICIAN

Records Active Members' BCI mileage for the year; reports updated mileage records for publication; awards recognition to mileage leaders at the Annual Meeting in January.

#### RIDE COORDINATOR

Coordinates all rides sponsored by BCI; appoints special assistants as may be required; plans the route for the formal rides; submits the monthly ride schedule for publication provides ride sheet/waiver forms and route slips to the Ride Leaders or designees on formal rides; instructs Ride Leaders of their responsibilities; receives complaints; and, recommends suspension.

#### VICE-PRESIDENT

Assists the President in the conduct of the administrative affairs of BCI; performs all the duties of the President in his/her absence; and, in case of vacancy, becomes President; supervises activities that facilitate running the BCI general meetings, including facility coordination; responsible for coordination of the annual meeting; assists other officers as necessary.

#### DIRECTOR of HOSPITALITY

The Director of Hospitality will be responsible for all social activities including the meal for the annual meeting and refreshments offered at the general membership meetings.

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Since the club is merely transitioning from manually collecting statistics, to collecting statistics electronically via the Strava app and website, no change is needed to the bylaws for the statistician director. However, the new statistician will need to assist members with joining the BCI club on Strava, and coordinate the social media aspects of the BCI club on Strava.

#### Director at Large (Assistant Ride Coordinator)

For the coming year, the board would like to appoint a member to this position whose primary duties will be to assist the ride coordinator with creating and revising routes, conversion of routes from Excel spreadsheets to GPS app data, and overseeing the start of rides on the weekends.

#### Director at Large (Social Coordinator)

For the coming year, the board would like to appoint a member to this position whose primary duties will be to assist the Vice President and Director of Hospitality with planning and executing the general membership meetings, OC Bike Rally, annual BBQ, holiday pot luck dinner, and annual meeting; assisting with solicitation of donations by sponsors for the annual meeting raffle; and assisting with club outreach via social media to prospective, current, and former members.

11/28/18

### 3) Updated Automated Welcome TidyHQ Email:

Hello !!

Thank you for joining BCI.

We really look forward to your enjoying lots of great riding and fellowship and hope you will visit the website often for club news and activity information. Remember, if you have any questions just ask! Or email us @ : [info@bikeirvine.org](mailto:info@bikeirvine.org)

We also hope that you will participate in our non-cycling activities such as the bi-monthly (every two months) meetings with guest speakers, holiday party, BCI dinners, and of course the annual January banquet.

Many of the local bike shops offer discounts to members so before you go shopping, check out our Sponsor page on the website! Let them know you are a BCI member and that you appreciate their sponsorship of the club.

So excited you've joined and looking forward to seeing you at the park !

Thank you,  
BCI Board of Directors

[www.bikeirvine.org](http://www.bikeirvine.org)

### 4) Updated Automated TidyHQ Renewal Email:

Hello !!

Your BCI membership expires in just two weeks! We hope you are interested in continuing to ride!

Please go to the BCI webpage @ [www.bikeirvine.org](http://www.bikeirvine.org), click "RENEW" to review and/or update your information, pay via PayPal and accept the accident and liability waiver by checking the box and clicking on the submit button.

Should you prefer to pay your \$20 annual dues by check instead of via PayPal, that's fine! Simply print out the BCI Membership/Renewal Application you can also find on the BCI website, <http://www.bikeirvine.org/renew>, complete and send it with your check to : **Bicycle Club of Irvine P.O. Box 50602 Irvine, CA 92619**

Should you have any questions just let us know @ : [info@bikeirvine.org](mailto:info@bikeirvine.org).

Also, a reminder..... many BCI sponsors offer discounts to our members. Sooo, before you go shopping, visit our [sponsor page](#)! Let them know you are a BCI member and that you appreciate their sponsorship! Additionally, as a BCI member you automatically enjoy up to \$25,000 of supplemental medical insurance while participating in BCI rides. This can cover out-of-pocket expenses and deductibles not paid by your primary insurance.

We've enjoyed having you ride, look forward to your continuing to ride and receiving your BCI renewal!

Thank you very much,  
The BCI Board of Directors



November 8, 2018

Mr. Darin Chidsey  
Interim Executive Director  
Southern California Association of Governments  
900 Wilshire Blvd., Ste. 1700  
Los Angeles, CA 90017

**Subject: Letter of Support - City of Irvine First and Last Mile Connections to the Irvine Station**

Dear Mr. Chidsey:

Bicycle Club of Irvine (BCI) would like to express support for the First and Last Mile Connections to the Irvine Station project application to the Southern California Association of Governments' (SCAG) 2018 Sustainable Communities Program. BCI is a recreational and social cycling club for men and women of all ages and skill levels. For many years, BCI has provided input into the City's bikeway development and bicycle facilities committee, has worked with public safety by helping to teach bicycle safety, and provided free helmets for Irvine school children.

This project will seek to improve connectivity to the existing Amtrak and Metrolink train station in the Irvine Spectrum area. Specifically, the study will allow the City to develop a series of priorities and recommendations to increase alternative transportation modes around the existing station, including biking, walking, and other transit options.

BCI is committed to contributing to the development of the First and Last Mile Connections Plan to make sure that it provides for the best mobility options by participating in the project technical advisory committee, reviewing and providing feedback on the plan, and providing input on priorities and recommendations.

This project can serve as a significant step towards enhancing mobility around the train station and implementing both Metro's First-Last Mile Strategic Plan and SCAG's 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy. BCI respectfully requests favorable consideration of the project's grant application for funding from the 2018 Sustainability Communities Program.

Sincerely,

A handwritten signature in blue ink that reads "Bob McHenry". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Bob McHenry  
secretary