



BRAC Board of Directors Meeting Minutes, 02/15/2018

Agenda

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|--------------------------------|-------|
| 1. Call to order and roll call | Doug |
| 2. January Finances | Shawn |
| 3. Election of Officers | Shawn |
| a. President | |
| b. Vice President | |
| c. Secretary | |
| d. Treasurer | |
| 4. LA Contract | Shawn |
| 5. Club Council Meeting | Shawn |
| a. Budget | |
| b. Schedule of Fees | |
| c. 2018 Focus | |
| 6. Committees | Shawn |
| a. Technical | |
| b. Women's | |
| c. BRAC Advisory | |
| d. Junior | |
| e. Communications | |
| 7. Next Steps in 2018 | |
| 8. New Business | |
| 9. Adjourn | |

Meeting called to order at 6:37 PM

Board Members present:

Doug Gordon (current President)
Lynn Taylor (current Secretary)
Melissa Barker
Audrey Beebe
Jon Heidemann
Michael McGuinn
Jessica McWhirt
Lance Panigutti
Karen Tourian

Board Members absent:

Troy Reynolds

Staff present:

Shawn Farrell (Executive Director)
Yvonne vanGent (Membership Manager)

Business Conducted between January 11, 2018 and this meeting

- A. January minutes were approved by a majority of the members in attendance



Finances

- A. Not much activity in January
- B. Half of the projected revenue from membership fees has been received already
- C. Need to keep a watch on memberships received in the Fall
- D. 18 month and 2 yr memberships purchased through USAC need to be accounted for properly
 - 1. Some 18 month purchasers are under the impression that the membership also included 18 month of BRAC membership due to vagueness on USAC website
 - 2. Potential loss of ~\$1,250 in revenue if not recovered
- E. Q4 USAC rebate not received yet, but amount was available for use in budget preparations
- F. Unanimous approval of motion to approve January finances (motion by Michael; 2nd by Lance)

Election of Officers

- A. Board Responsibilities
 - 1. Put Association first—be mindful of what policies and procedures will best grow the sport
 - 2. Fiduciary responsibilities
- B. Nominations
 - 1. President—Doug Gordon
 - a. motion by Lynn, 2nd by Lance
 - b. unanimous approval
 - 2. Vice President—Michael McGuinn
 - a. motion by Doug, 2nd by Karen
 - b. unanimous approval
 - 3. Secretary—Lynn Taylor
 - a. motion by Doug, 2nd by Lance
 - b. unanimous approval
 - 4. Treasurer—Karen Tourian
 - a. motion by Michael, 2nd by Lynn
 - b. unanimous approval

LA Contract

- A. Previous Board outlined concerns with initial contract
 - 1. See December 2017 minutes
- B. Shawn met with USAC to share concerns
- C. Amended contract received



1. Rebate calculations
 - a. Decrease from \$10 to \$8/adult for primary domestic and international license and increase from \$0.17/rider-day to \$0.31/rider-day will negatively impact BRAC by approximately \$500-\$1,000.
 - b. Will now include non-competitive events permitted through USAC; BRAC may recover some of the projected loss above
 2. LA could always deny permit to RD for non-payment; can now deny for failure to complete other (USAC approved) LA requirements
 - a. BRAC requires concussion awareness training for all BoD members, staff, officials and RD's
 3. USAC will now encourage RD's to work with BRAC
 4. Specific dates of when rebate payments to BRAC are due (1 month after quarter ends)
 - a. Still does not include any recourse for BRAC if USAC is late or refuses to pay on time
 5. Limits on surcharge fees and membership fees are set to BRAC's current amounts
 - a. Specific statement that limits only pertain to 2018, and do not set a precedent for 2019
 6. Lists name of new insurance company
- D.** Board would like to receive contract earlier next year
1. USAC begins selling licenses in September
 2. Any change in surcharges or membership fees would need to be approved mid-year by Club Council for inclusion in 2019 contract and programming to USAC online membership algorithm
 3. LA Contracts driven by USAC's LA meeting, which they have rescheduled to September/October 2018
- E.** Shawn will verify that amended contract matches changes outlined in the email
- F.** Board will review amended contract over the weekend and converse no later than Monday afternoon
1. Vote to accept/decline contract

POST MEETING NOTE: Motion to accept LA contract by Doug, 2nd by Lynn. Motion passes with 6 Yes votes, 2 No votes, and 2 Abstentions. Shawn will sign contract and send accompanying letter outlining unaddressed concerns.

Club Council Meeting

- A.** Proposed Budget was approved by Club Council
- B.** Proposed Schedule of Fees was approved by Club Council
- C.** 2018 Focus is to stimulate participation in clubs
 1. Social media
 2. Outreach to serious riders that are not yet BRAC members
 3. Club web pages
 - a. Need outreach in August/September for recruitment information

Committees

- A.** Technical
 1. Marco Vasquez has resigned as Chair; Tom Foss will assume Chair position
 2. Members



- a. Tom Foss
 - b. Mike McGuinn
 - c. Lynn Taylor
 - d. Yvonne vanGent
 - e. Marco Vasquez
 - f. Jim Wong
- B. Women**
- 1. Objective is to get more women riding and racing, leading to larger field sizes
 - 2. 2018 Goal is for a 30% increase in Women racer-days
 - 3. Audrey and Jessica with Chair this committee and seek additional members
- C. BRAC Advisory**
- 1. Elected by membership, i.e. SM 3 voted for their representative, Masters voted for their representative
 - 2. Seeking a replacement for resigned positions
 - a. RD
 - b. Women
- D. Junior**
- 1. Jon will continue to Chair this committee
- E. Communications**
- 1. Jessica is already on this committee

Next Steps in 2018

- A. Website—manage expenses
- B. Clubs
- C. Women
- D. Increase racer-days
- E. Consistency—let changes in Policies the last 3 years settle in

New Business

- A. Lucky Pie criterium (Master State Criterium Championships)
 - 1. Club is ready to transfer knowledge to a new club/s
 - 2. Race is ready to go—Louisville supports race and permits are not an issue
- B. Workgroup suggestions
 - 1. Membership survey
 - 2. New races
 - 3. Fundraising/Grant writing
 - 4. Marketing, i.e. high school MTB; maybe take juniors to a few of those events as ambassadors

Adjourn--Meeting adjourned at 8:32 PM (motion by Lance, 2nd by Doug)



Action List Summary

- A. Shawn
 1. Compose letter to accompany LA Contract
 2. Outreach to clubs
 3. Send demographic information to new Board members (membership, racer-days, and officiating stats)
- B. Audrey
 1. Complete Safesport and concussion awareness training
- C. Melissa
 1. Complete Safesport and concussion awareness training

Board Calendar

- A. Board of Directors' Meetings—generally every 3rd Thursday, 6:30 – 8:30
 - ~~1. February 10: Dawson School~~
 2. March 15: Pactimo
 3. April
 4. May
 5. June
 6. July
 7. August
 8. September
 9. October
 10. November
 11. December
 12. January
- B. Other Meetings/Gatherings
 - ~~a. Officials' Meeting (February 24)~~
 - b. CX Race Directors Meeting (March 24)
 - c. Road Cup / Track Cup Awards Party (September TBD)
 - d. Road Race Directors Meeting (October TBD)
 - e. Club Council Meeting (January - February 2019; TBD)
 - f. CX Cup Awards Party (January - February 2019; TBD)
 - g. Officials' Annual Meeting (February 2019; TBD)
- C. State Championships
 - a. June 3: Senior Hillclimb (Guanella)
 - b. June 10: Senior Criterium (Ridge @ 38)
 - c. June 24: Junior/Senior/Master Time Trial (John Stenner Memorial)
 - d. July 21: Junior/Master Hillclimb (Mt. Evans)



- e. July 29: Master Road (Salida)
- f. August 5: Junior Criterium (Bannock)
- g. August 12: Junior/Senior Road (Porsche Thunderbird)
- h. August 25: Master Criterium (Lucky Pie)
- i. Dec (TBD): Junior/Senior/Master Cyclocross
- j. TRACK (TBD)

Five Pillars of Success

1. Member Experience—develop and nurture programs that focus on Race Standards, Rider Safety, Points Competitions, Camps, Clinics, Mentorship, Awards Parties, and Race Clean
2. Relationship Building—position the organization for sustainability and growth through Branding, Communication, Membership, and Media & Sponsorship
3. Customer Service—deliver great customer service with personnel and technology
4. Innovation—attract and retain athletes, event directors, and officials through online tools, social media, racer rankings, quality events, season-long points competitions, and race kit support
5. Success Stories—leverage community member success stories to show impact of organization