

NCCC BOARD MEETING, TUESDAY JUNE 18TH

Location: San Marcos Brewery and Grill; Meeting called to order at 6:15 pm.

Attending:

Robert Abraham
Kevin Brickley
Ken Chin-Purcell
Ursula Cunneen
Dale Delaney
Dana Gross
Norval Lyon
Michelle Saint-Germain

1. Approval of minutes of March 2019

Motion to approve minutes made/seconded/passed.

2. Motion to change names of club officers authorized to sign on bank accounts

The North County Cycle Club has two accounts at Wells Fargo Bank:

Checking, account number 6249869154

Savings, account number 6249880201

The account holders for these accounts shall be changed to be the current officers only:

James Norval Lyon, President

Robert Eugene Abraham, Vice President

Kenneth Chin-Purcell, Treasurer

Any other account holders shall be removed.

The motion was made/seconded/and passed.

3. Finance: report. Budget 2019

Ken Chin-Purcell conducted a review of past NCCC records concerning trends in income sources and expenditure items. Ken provided a sample budget for the Club to adopt beginning with 2019.

The Club is currently in a solid financial position at the present time, with approximately \$6000 in the bank accounts.

Most income is derived from memberships; there are some additional contributions in the form of sponsorships for club kit. Membership dues produce about \$3700/year and sponsorships about \$900/year.

Expenditures fall into a few main categories, including insurance; website hosting; administration (e.g., P.O. Box); club social activities; and dues to the League of American Bicyclists and/or support of other community bicycling organizations. Expenditures related to the basic running of the club (e.g. insurance, website, PO Box) have averaged about \$2000/year. Expenditures for social gatherings and supporting bicycle coalitions have varied from \$1000 to several thousand.

The Board commended Ken for his work and asked him to *forecast expected cash on hand at this year's end and to propose a formal budget for the Fall NCCC Board meeting.*

A motion was made/seconded/passed to renew the Club's annual membership in the League of Am

Bicyclists from 8/1/2019 to 7/31/2020.

4. Members report

Robert reported about 180-200 club memberships on an ongoing basis. For the year to date there were 17 expired memberships as well as 16 new members.

A request was made to determine the number of single memberships and the number of family (multiple) memberships, as well as the total number of persons in each category. It is important to have recorded the names of the individuals covered under family memberships for insurance purposes. A count of the total number of club members will be provided for the Fall Board meeting, including both individuals and family members.

Robert will provide to the ride leaders a list of riders whose memberships have expired. Ride leaders are to encourage those riders with expired memberships to bring their status up to date. Riders who continue to have expired memberships will no longer be eligible to participate in official club rides.

A discussion was held concerning the possibility of providing membership cards to NCCC members. Such a card could be useful in obtaining merchant discounts. Additionally, since NCCC has a yearly membership in the Agua Hedionda Lagoon Foundation, events at the Nature Center are open to NCCC members at no cost. *The suggestion was made that the NCCC webpage be enabled so that members can print their own membership card at the time the card is needed.* The card could not be printed unless the membership was in good standing. A request will be made to the website administrator to consider this possibility.

5. New Kit update

Kevin announced the new kit is scheduled for delivery on July 19. Each individual purchasing kit items will receive a bag with all their purchased items. A method of distribution will be worked out.

A total of 167 items was ordered, amounting to nearly \$17,000 worth of merchandise. This is the largest order in years, and the Board commended Kevin for his hard work on design and production tasks.

There will be another opportunity for members to order kit later on in the year, with dates, costs, and minimum numbers of items decided at that time.

6. Events: July 4th; December holiday party

The July 4th party will be held at the Agua Hedionda Nature Center. Rides will begin at 8:30 am and end at the Nature Center around 11:00 am. The Club has use of the Center from 9 am to 1 pm. Volunteers are needed for set-up before the event and for clean-up after.

The Club will cover the cost of renting the room and will provide Jersey Mikes' sandwiches in several varieties including vegetarian. Iced tea and water will also be provided. Old Town coffee is also donating some coffee as well as cups, etc.

Riders are encouraged to RSVP for this event, and to bring additional food and beverage items.

Dana reported that the December Holiday Part will also be held at the Agua Hedionda Nature Center on Saturday December 7, 2019. The Center will be available from 4:00 pm with party from 5:30 pm until 9:30 pm. An announcement will be sent out in the Fall.

7. Unincorporated registration complete

NCCC currently is operating as an unincorporated organization registered with the State of California. This registration is important because if anyone sues the Club, the Club officers and board members cannot be held liable or sued individually. Cost of the registration is approximately \$10 for a five-year period. *The status of the club as an unincorporated non-profit will be included on the NCCC web page.*

8. Discussion of Club tax status

Ken Chin-Purcell discussed the club's tax status vis-à-vis the IRS. In order to qualify as tax-exempt, the Club must register as a 501(c)7. This is a designation generally used for voluntary clubs. Obtaining this designation would not necessarily mean the club has to file a tax return with the IRS. In order to qualify, no more than 1/3 of the club's income can originate from sponsors; the other 2/3 must come from memberships. *Ken will look into whether there is any cost associated with obtaining the 501(c)7 designation and report back for the Fall Board meeting.*

9. Ride rules and Etiquette

Norval Lyon reviewed the existing Club ride rules and etiquette guidelines. He obtained feedback from other Board members and from other bicycle groups in the area. He then revised the Ride Rules and Etiquette statement for the NCCC.

This revised statement was moved/seconded/passed for adoption by the club.

It is to be posted on the club web page and sent to all ride leaders. This statement could be included on the annual email sent to all new and continuing members when paying membership fees.

10. By Laws revision

Norval Lyon conducted a thorough review of the Club by-laws and made suggestions for bringing them up to date in line with current practice. Also, in the event the Club is disbanded, there are instructions on how to dispose of any remaining assets and/or liabilities.

The motion to adopt the revisions was made/seconded/passed.

The revised by-laws will also be presented for approval to the general membership meeting at the December party.

11. Secretary Appointment

A motion was made to appoint Kathy Schmidt-Yancy to the Board and to fill the position of Club Secretary after the resignation of Marian Kissinger.

The motion was seconded and passed.

12. Close: The meeting was adjourned at 7:38 pm.

Submitted by Michelle Saint-Germain