



November 13, 2018

Location: Via Video-Conference

Minutes of the Joint Meeting of the Board and Council

Board Attendees:

1. Andrea Mercado, President
2. Allan Friedman, Vice President
3. Sarit Levy, Secretary
4. David Meltzer, Day-Trips/Rides Coordinator
5. Steve Lyon, Co-Treasurer
6. Ed Sobin, Leadership Coordinator
7. Maureen Gaffney, Membership Co-Coordinator

Council Attendees:

None.

Having a quorum present, the meeting was called to order at 6:30pm.

The minutes of the meeting of September 25, 2018 were distributed prior to today's meeting for the Board and Council's review. Having no requested revisions, a motion was made to approved the minutes as drafted. The motion was seconded and a vote was called which resulted in unanimous approval.

Discussion occurred about the bank statements distributed by the Treasurer prior to the meeting. Andrea and Steve need to set up a time to make a trip to the bank in order to provide Steve with the ability to be an account representative to allocate prior approved dollar amount into a Certificate of Deposit account.

Ed Sobin pointed out that Stephen Bauman is already a Lifetime Member and we will not be nominating any person for a Lifetime Membership this year.

The Day Rides coordinator is in touch with the REI store in SoHo in order to set up three meeting dates in January, February and March to hold a Weekend Trips planning meeting, a Leaders' Forum and a Members' Forum. A discussion continued about the appropriate dates to conduct a Leaders' Forum for planning Spring training rides. The Leaders' Forum should occur earlier in February for Leaders to have a chance to scout their rides for the Spring Training Series that ends with the goal of completing the Five Boro Bike Tour in May. It was suggested that

another Leaders' Forum should be scheduled in May after the Five Boro Bike Tour in order to calendar Summer rides.

It was reported that Bill Mastro sent out a reminder to the Leaders to submit their year 2018 ride sign-in sheets in order for Leaders to obtain free membership credit for year 2019.

Cue sheets exist on our website and members can access them and print them in order to use them on their own. Leaders should be asked to upload more recent cue sheets to the website for members to be able to access.

There was a discussion on continuing to utilize Zoom, the video-conferencing tool that is being used for today's meeting. The discussion had more pros than cons for joining Zoom. A motion was made to allocate \$15 per month for a Zoom membership. The motion was seconded and a vote concluded in unanimous approval. If the Board members for 2019 do not want to utilize this tool then they can discuss it once they convene in order to decide if they want to keep this subscription.

Discussion about the club's website included a suggestion to have our annual upgrade done in January. The idea was raised of having a branding expert do a branding presentation for us to suggest optimal functioning for our website and our exposure on social media. The expert would analyze what we have and what we need and suggest changes we should make and recommend programs we should use for our club's needs. The website expert previously recommended by Wendy has not returned inquiries from Ed and Allan. The discussion identified items that are not currently functional on our website. The discussion raised the need for the website to be able to work with Android mobile devices. It is currently difficult to see the rides listed on the website via an Android mobile device. A suggestion was made to have our current website upgrade vendor give us a quote for re-designing the website. We can consider their quote to understand the cost level of this work.

Membership Coordinator has contacted lapsed members listed on the monthly membership report. It was reported that our membership report does not change much month to month. A variety of reasons were given to the Membership Coordinator in discussions with non-renewing members and those reasons are: people are sick, people are too old to ride or don't ride anymore, but the main complaint is the lack of rides.

Discussion ensued on what we are currently doing and what we should do or continue doing to incentivize leaders to list rides early and not at the last minute. Discussion continued on the suggestion to require Leader graduates to be designated as graduates only after listing and leading their planned ride that they learned during the Leadership class. This discussion is to be considered and continued by the 2019 Board.

With regard to the upcoming holiday party, a suggestion was made to limit the number of donated items from bike shops to 10 or 20 items. These items will be given out at the holiday party. The attendees reviewed and discussed the Excel spreadsheet that was previously distributed with the list of tasks that need to be done for the holiday party. It was suggested that

ride leaders of upcoming rides should mention the upcoming holiday party in order to encourage attendee registrations. Andrea volunteered to accompany Wendy to purchase holiday party decorations.

There was discussion on the logistics of getting all necessary equipment to party location and about the items/equipment that are needed to be purchased and/or rented. Necessary items were discussed and a maximum cost of \$150 was suggested for such items. If necessary, more funds can be allocated for this purpose at the December Board meeting that is scheduled to occur before the holiday party. A price of \$250 was suggested for use to buy decorations and favors. A suggestion was made that Steve Taylor and his wife (who have been hosting the annual Leadership Class weekend trip at their house for the past 20 years) should receive complimentary tickets to the holiday party. A motion was made to approve these expense allocations. The motion was seconded and a vote was held concluding in unanimous approval. The Treasurer announced that he will bring cash to the party for any needed reimbursements and tips for the restaurant's wait staff. Volunteers are being lined up by Allan for the purpose of conducting the holiday party tasks such as the sign-in table. With regard to the speaking portion of the holiday party, the President of the club should present the agenda of the event and this speech should be kept to basics that should include the information of the number of current club members and the numbers of day rides and weekend trips of this past year. There was a discussion about the awards that are to be handed out by the President and the awards to be handed out by the Leadership Coordinator.

Steve informed the attendees that he has posted a Memorial Day weekend trip for 2019 to be followed by a Montauk weekend trip that he is planning. Allan informed the attendees that he is working on planning the Montreal and DC weekend trips.

A December Board meeting date that works for most of the attendees is Tuesday, December 11th to be held at Andrea's apartment.

The meeting concluded with a motion to adjourn, the motion was seconded and unanimously approved. The meeting adjourned at 8pm.

<u>Summary of Approvals:</u>	
1.	Meeting Minutes of September 25, 2018
2.	\$15 per month for a Zoom video-conference subscription membership
3.	\$150 for buying necessary items for the holiday party
4.	\$250 for buying decorations and favors for the holiday party
5.	Steve Taylor and his wife to receive complimentary tickets to the holiday party.