



**Northern California Velodrome Association
Board of Directors Meeting – April 2008**

Location: Hobee's Restaurant, Palo Alto, CA
Date: 04/17/08

2008 Directors present:

1. Kevin Worley
2. John Simmons
3. Matt Martinez
4. Rick Adams
5. Michael Hernandez
6. Keith Rabbin

2008 Directors absent:

1. Mike Hardaway
2. Rob Jensen

NCVA Members Present:

1. Peter Bohl

Meeting called to order by President John Simmons at 7:13pm.

Announcements:

1. NCVA thanks Glenn Kubacki for his continued work with the NCVA, and in specific, for his recent improvements to the facility storage containers.
2. Reminder: no glass containers inside track, please.

Old Business:

1. March Minutes approved.
2. "Hellyer Velodrome" sign for boards moving forward. Roughly \$600 in expenses projected.
3. Electricity: County approved electrician inspected the facility and will provide quote for a 50 amp box in each container.
John Simmons will also inquire about having a power-line run off the lights. Update will occur next month.
4. First Aid boxes – there are 2 boxes of supplies.
5. Judges Stand – Mike Hardaway will provide plans for renovation next month.
6. New podium – NCVA is looking into building a cement podium. Kevin Worley suggests we ask NCVA membership if any can assist in this project. John Simmons will email membership.

New Business:

1. DSL line to velodrome for internet access: Keith Rabbin and Kevin Worley describe costs of installing and maintaining DSL capacity at the track @ \$45/month cost. BOD discussed at length. Please see Attachment A for Proposal.

- Formal vote: approval of DSL installation at velodrome.
Worley moves, Simmons 2nd, unanimously approved.
2. Sprint Rule: there will be no apron (blue band) riding during Match Sprint races at Hellyer.
3. Rick Adams requests approval for expenses incurred for Glenn Kubacki's container improvements.

- Formal vote: approval of costs for container improvements in the amount of \$____
Simmons moves, Hernandez 2nd, unanimously approved.
4. Treasurer Report System: Rick Adams initiates a revenue reporting system that will calculate on a per event basis.
Supervisors to indicate the name and date on the reconciliation sheet submitted.
5. Monday Beginner Sessions will begin May 12th.
6. NCVA Membership forms for 2008 are available.

Formal Vote:

1. Approval – NCVA Internet Access Proposal
2. Two (2) Committees created for 2008: 1) Communications/Information and 2) Creation of Manual of Policies and Procedures.

President Simmons adjourned the meeting at 8:55pm.

Submitted by Michael Hernandez 05/20/08 for BOD review

Appendix A

2008 NCVA Board of Directors Election Results

Elected Board	Tally
Mike Hernandez	59
John Simmons	55
Rob Jensen	52
Mike Hardaway	52
Mark Rodamacher	49
Matthew Martinez	49
Rick Adams	48
Keith Rabbin	45
Kevin Worley	43

Other Candidates	
Dave McCook	40
Peter Bohl	36
Mary Maroon	36
Jim Ryan	30
Ben Dodge	26
Jeff Pallin	25

Glenn Kubacki

NCVA Volunteer - Election Coordinator

Appendix B

2008 Board Members:

- John Simmons - President
- Mike Hardaway - Vice President
- Rick Adams - Treasurer
- Michael Hernandez - Secretary
- Rob Jensen
- Mark Rodamaker
- Keith Rabbin
- Kevin Worley
- Matt Martinez

2008 Committees:

Upgrade Committee:

John Simmons - Chair
Matt Martinez
Rick Adams

Infrastructure Committee:

Rob Jensen - Chair
Mike Hardaway
Mark Rodamaker

Marketing/Sponsorship Committee:

Rick Adams - Chair
Keith Rabbin
Rob Jensen

Racing Programs Committee:

Michael Hernandez - Chair
Kevin Worley
Matt Martinez

Communications/Information Committee:

Kevin Worley - Chair
Keith Rabbin
John Simmons

Committee for Creation of Manual of Policies and Procedures:

Mike Hardaway - Chair
Kevin Worley
Michael Hernandez

Appendix C

1. Racing Programs – responsibilities include:

- Scheduling of all racing programs and events.
- Contacting all possible promoters for race info and flyers.
- Update web site liaison with any races that need to be listed on the calendar.
- Follow up on all promotion of races.
- Work with the NCNCA to schedule and promote races on the .NCNCA calendar.
- Coordinate the scheduling of State/District Championship Events.
- Coordinate the scheduling of USCF National Championship Qualifier.
- Compile and maintain all NCVA race quality guidelines.
- Ensure that race all race promoters understand and comply with NCVA race quality guidelines.
- ATRA Liason.
- Santa Clara County Liason (as it applies to racing scheduling).

2. Physical Facility Maintenance and Planning - responsibilities include:

- Rental bike and equipment maintenance.
- Keep an accurate inventory of bikes and bike parts at the track on a quarterly basis.
- Keep an updated list of all repair needs and tag each bike that needs repair.
- Coordinate with local contributing bike shop the delivery and return of bikes and parts that need repair.
- Velodrome grounds maintenance.
- Solicite and organize volunteers two to three times per year for a “Work Day” which would include a general cleaning and organization of veldrome grounds.
- Create list of tasks and prioritize what needs to be done on a given Work Day.
- Create list of tools needed to do all the tasks on the Work Day.
- Coordinate volunteers throughout the Work Day to ensure completion of highest priority items.
- Coordinate with Head Supervisor date and times of Work Days at least 30 days in advance.
- Santa Clara County Liason (as it applies to any facility upgrades or maintenance).
- Attend any Santa Clara County Board or planning meetings that affect the Velodrome or it’s operations.
- Negotiate any contracts with Santa Clara County that affect the Velodrome or it’s operations
- With the stipulation that all contracts must be approved by the full NCVA BOD.
- Schedule periodic meetings with the appropriate Santa Clara County representatives as needed to address any issue that may arise concerning Santa Clara County actions that affect the Velodrome or it’s operations.

3. Public Relations and Sponsorship - responsibilities include:

- Coordinate all media releases.
- Negotiate any contracts with potential sponsors with the stipulation that all contracts must be approved by the full NCVA BOD.
- Coordinate and approve all advertising proposed by race promoters using the Velodrome for their event(s).

Appendix D

NCVA Discussion List Guidelines

8/17/2007

I was appointed by the NCVA BOD President to manage the NCVA discussion list. It is not my list and I don't own it. These are two stipulations I requested when it was first suggested that I manage the NCVA list.

If, or when the BOD President says I should stop managing the list I will. The BOD President will have password access to the list, but for the foreseeable future the BOD will have no direct influence over discussions on the NCVA list.

Messages that are sent to the NCVA list are not currently reviewed before they're posted. ("Moderation" is turned off) At this setting the list manager can not edit or delete messages that are sent to people's email boxes, but the list manager can delete messages from the web display of messages, and from the archives.

It is unrealistic to think that we should all be in agreement, or always nice and polite when passionate people are discussing something they care deeply about. People are free to say what they want, but there should be no name-calling, profanity, vulgarity, kicking, biting, punching, head-butting, scratching, hooking, spitting or hair-pulling allowed. Please save that for the Wednesday night keirins.

I suspect that peer pressure, or people other than me will call for punitive action against people who send offensive emails to the NCVA discussion list. Offenders might get warned, relegated, or disqualified, but that won't be a discretionary choice made only by me or any other individual.

If a message you sent in doesn't appear as you'd expect, just let me know and we'll either find it or help you re-send it.

-Warren Geissert
warrenatusvhdotcom