

CCCTS Fraser Valley Chapter
Minutes of Steering Committee Meeting

White Rock Library

March 4, 2019; 4 to 6 pm

Members Present: Leslie Beleski, Chris Hodgson, Andrew McIndoe,, Neil McNeill, Madhuri Pendharkar, Mieke Quinn, Larry Weldon; Janet Whitehead, Clark Woodland

Regrets: Helena Munro

Guest: Jenni Lynnea

1. Call to order and declare quorum
2. Approve minutes from January 21st meeting; Moved by Clark; seconded by Mieke; Approved
3. Old business

AGM Minutes and February Newsletter have been posted on the CCCTS website.

There were no comments/suggestions on the draft position descriptions for the 4 Executive positions. Clark will finalize the documents.

Janet is awaiting information from the insurance broker re:

- the wording on CCCTS insurance policy re. “sanctioned” FV Chapter rides (including for leaderless and “pop up” rides) and other activities, and
- providing proof of insurance to the City of Surrey (needed when we rent a City facility).

4. CCCTS Director update

Janet reported that the CCCTS Board has approved:

- a \$400 annual grant to each chapter to cover miscellaneous chapter expenses (e.g., meeting room rental)
- wording for a member Code of Conduct.

Madhuri suggested that it would be a good idea to have guidelines to assist ride/tour leaders and members to respond to Code of Conduct infractions.

5. Executive Committee Report

There were no questions/comments on the report from the Executive Committee meeting held on February 21st (circulated earlier).

6. Membership update

Clark reported that:

- 21 members joined the FV chapter in 2018 and 5 members have joined in the first 2 months of 2019;
- 22 members did not renew their membership for 2019
- the chapter currently has 85 members and, in addition, 12 Metro Vancouver members are on our weekly ride email list.

7. Communications update

January 21st meeting minutes were posted on the CCCTS website – no comments.

February Newsletter were posted on the website – 3 favorable comments.

8. Treasurer position and banking arrangements

Bruce McLean has volunteered to be the Chapter Treasurer and will assist with opening a bank account.

9. Chapter AGM date and arrangements

Agreed to have the AGM (catered lunch followed by the meeting) in the last week of October.

10. Review and finalize sub committee structure and composition

Made minor tweaks to the committee composition and chart will be updated.

11. 2019 ride program

Andrew and Larry led a discussion on the 2019 ride program (documentation to follow).

12. Subcommittee priorities and initiatives for 2019

Brief discussion on planned 2019 initiatives in the following areas (documentation to follow)

- Education, Safety and Advocacy
- Tours and Hub and Spokes
- Communications
- Membership Administration.

13. New business

a. Website presence

Some discussion on the benefits of the FV chapter using the Mailchimp email program on the CCCTS website.

b. Club jersey proposal

Chris gave a brief overview of his Club jersey proposal and indicated he would send an email with his preliminary thoughts on design to SC members and await their comments.

14. Next meeting

4:00 pm, Monday, April 1st, White Rock Library

Agreed that there wouldn't be meetings in the 4-month period June through September because of SC member travel commitments.

14. Adjournment – 6:00 pm