

**CCCTS Fraser Valley Chapter Steering Committee Meeting**

**Monday, March 3, 2025 via Zoom - 7:00 PM**

**Minutes**

**Attendance**

<b>NAME</b>	<b>IN ATTENDANCE</b>
Carolyn Carlisle	X
Edward Dillon (Chair)	X
John Edworthy	Regrets
Linda Hensman (Secretary)	X
Ann Marie Liggat	Regrets
Jenni Lynnea	X
Maggie McNeill	X
Annemieke Quinn	X
Tom Siems	Regrets
Ralph White	X
Clark Woodland	X

**The meeting was called to order by Edward @ 7 PM & Added to the Agenda:**

CCCTS Board Information relevant to Chapter

**Approve Minutes of February 3, 2025**

Motion to approve: Maggie, seconded by Ralph. Approved

**1. Business Arising**

**a. Kings Links Golf Club – possible location for AGM**

The Kings Links Golf Club has no meeting rooms so can not accommodate a group such as ours for an AGM.

**b. First Aid Training: CPR-A & AED training**

Jenni and Ralph completed the training and recommended it highly. Tim Pepper and Jack Boyce to be invited next to attend.

**For action by: Edward**

**c. SC Directory/ Updated Email List**

The updated SC directory has been sent out. No further changes required.

#### **d. Rider ID and Emergency Contacts**

An e-blast was sent out to members encouraging them to have emergency ID on them during rides.

#### **e. Route Manager Update**

Updates have been completed.

The member shown on the website as the FV Chapter coordinator for RWGPS does not want to serve in this capacity. An e-blast will be sent out to the club to see if anyone would be interested in the role of coordinator. If no one expresses interest, Richard Tobin of the Ottawa Chapter has agreed to serve.

**For action by:** Clark

#### **f. Google Drive**

Clark obtained information from the Comox Valley chapter contact regarding Google Drive. Further information is required with respect to functionality (i.e. folders). Other options for file sharing were suggested (e.g. Dropbox).

**For action by:** Clark

#### **g. Getaway Rides**

Rides Subcommittee did not specifically discuss this matter. A Getaway Ride is a mini-Hub and Spoke (a couple of overnight stays with 2-3 days of riding with a small group). It was agreed that we need to keep these simple and prepare a document outlining the process for members to plan. The onus will be on members and not the Rides Subcommittee or SC to plan. Clark to obtain more information from the Victoria Chapter on organization of Getaway Rides.

**For action by:** Clark

It was noted that if a Getaway ride is organized as FV Chapter event then only CCCTS members can participate because of insurance coverage.

#### **h. 2026 Succession Planning**

Position descriptions and Roles/Responsibilities documents have been prepared for key positions, the Executive committee, Steering Committee and Social Subcommittee. Ralph will draft a document for the Rides Subcommittee.

**For action by:** Ralph

Linda to prepare a summary document.

**For action by:** Linda

## **New Business**

### **a. Advocacy Subcommittee Report- February 20**

An overview of the report was provided by Edward.

### **b. Communications Subcommittee Report**

Nothing new to report.

### **c. Finance Report**

The account balance is \$736.32. Clark to be reimbursed for first aid payments made to two members.

### **d. Membership Report**

There are currently 130 members.

### **e. Rides Subcommittee Report**

The Wednesday ride calendar has been populated until mid-May and all the rides are in Canada.

The Friday relaxed ride calendar has been populated until the beginning of October.

First ride of the year will be on March 5<sup>th</sup> starting at Redwood Park. First formal ride with a "social" will be on April 19<sup>th</sup>.

Week of Rides and Century Rides are being planned.

Ride leaders are needed.

There is a need to get an idea of how members feel about doing rides in the US. A poll will be done to gauge interest.

**For action by:** Carolyn and Clark

**f. Social Committee Report**

Redwood Park is best location for the April 16<sup>th</sup> first ride “social”. Maggie to change assignment of ride leader for that day to accommodate start at Redwood Park.

**For action by:** Maggie

**g. Rec for Kids**

Pre-COVID some club members were helping to refurbish bikes. There is still a critical need for volunteers to assist. Information will be sent out in the next newsletter informing members of the need and opportunity to help.

**For action by:** Clark

CCCTS has a Legacy fund which provides funds to support community projects. Linda to find out from Rec for Kids what needs they may have which we might be able to support with such funds. Clark to confirm funds can not be used to hire workers.

**For action by:** Linda and Clark

**h. CCCTS Board Information relevant to Chapter**

Clark reviewed the minutes of the CCCTS Board and provided highlights of discussions which were relevant to the Chapter.

**Next Meeting**

Monday, April 7, 2025 at 7 pm via Zoom

**Adjournment**

8:15 pm; Moved by Maggie, seconded by Carolyn