

**CCCTS Fraser Valley Chapter Steering Committee Meeting**

**Monday, May 5, 2025 via Zoom - 7:00 PM**

**Minutes**

**Attendance**

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

**The meeting was called to order by Edward at 7 PM**

**Approve Minutes of April 7, 2025**

**Motion** to approve the minutes: Maggie, seconded by Ralph. Approved

**1. Business Arising**

**a. Google Drive**

The Executive Subcommittee discussed this matter and agreed that it would be simpler if documents could be posted on the FV Chapter website rather than on Google Drive. Edward has requested that the following folders be added to the FV Chapter site: Agenda, Minutes, Policy and Procedures. Awaiting response from Eammon Ryan who is responsible for website changes.

**b. Rec for Kids**

Linda has requested and is waiting for information from Rec for Kids for the Legacy Fund application. Clark noted that the Comox Valley and Ottawa Chapters have members involved in similar programs and thought that if our chapter had members volunteering at Rec for Kids it would likely make our application stonger.

**c. Semiahmoo Rotary Club Ride to End Polio Now – July 12**

The current policy on Fundraising Rides was reviewed and it was agreed that we will not provide financial support to any rides. We will consider listing fundraising rides in newsletters. Clark will revise the policy to reflect this change and it will be discussed at the next meeting.

**For action by: Clark**

**2. New Business**

**a. Advocacy Subcommittee Report – April 17**

An overview of the report was provided by Edward.

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

Nothing to Report.

**c. Communications Subcommittee Report**

A newsletter will be published later in May.

**d. Membership Report**

There were no new members this month.

**e. Rides Subcommittee Report**

It was suggested that consideration be given to tracking numbers of riders on rides as this information may be helpful to see changes in club members interest/participation. Maggie is doing this for Wednesday rides and Jenni is tracking Friday relaxed rides.

It was suggested that it would be beneficial to review and reduce the number routes currently in the RWGPS Library as there are likely obsolete routes and very similar routes. This however, is a time-consuming task. Rides this year are being renamed with a prefix of 25.

The week of rides will be held July 14 – 18.

**f. Social Subcommittee Report**

The social for the “first” ride on April 16<sup>th</sup> was a great success. Thank you to the Social Subcommittee!

Planning to have a social on May 28<sup>th</sup> ride.

**g. Treasurer’s Report**

The account balance is \$509.81.

**h. SC support for National funding based on chapter numbers**

## DRAFT

It was suggested that we consider requesting the Board to provide funding to chapters based on membership. A base of \$400 could be provided to each chapter with an additional \$5.00 per member. Additional funds would allow the club to support more projects (e.g. first aid training). It was agreed that Edward would draft a letter and circulate to the SC for input prior to sending to the Board.

**For action by: Edward**

**i. New Incident Report Form**

The incident report form was presented. This is to be completed in the event of an incident which requires anyone to need medical care. The Rides Subcommittee will send out the form to ride leaders.

**For action by: Ralph**

**j. Emergency Contact Medical Form**

The Emergency Contact Medical form was presented. It was agreed to post a link to the form in the next newsletter.

**For action by: Clark**

### **Next Meeting**

Monday, June 2, 2025 at 7 pm via Zoom

### **Adjournment**

8:09 pm; Moved by John, seconded by Ralph