

Minutes of the Kawartha Cycling Executive Meeting
February 6th, 2017 at Spokes for Folks

In Attendance: Mike Gorman, Art Hornibrook, Deb Smith, Andrew Staneland, Deb Craven, Rob Ferguson, Pat Staneland, Craig Wilson, Deb Craven, Jim Wemyss

Regrets: Gunter Meyer,

1. Share the Road Presentation: Sue Shikaze (Haliburton Health Unit)

- a) Share the Road – Sue is the past chair of Share the Road and is presently on the Ontario Bike Summit organizing committee. She does speaking on behalf of Share the Road which is a cyclist advocacy organization. They bring cycling awareness to the government level working with the MTO. Results of their efforts include Bill 31 as well as improving cycling infrastructure. She was requesting a donation from KCC. (Handout Provided)
- b) BFC (Bicycle Friendly Communities) – Sue explained the process of pulling together the appropriate people to make a community a BFC. A handout was provided with full explanations. Sue also identified a couple of individuals within the CKL who would be go to people.

2. Agenda Review:

The agenda was moved to be accepted by Pat. Motion second by Art. Carried.

3. Minutes of November Exec Meeting:

- a) Rob motioned to accept the minutes. Seconded by Deb C.
- b) Follow up items from the November meeting were discussed in this meeting.
 - I. Contact Rick Lund-Pettersen re communication for visually impaired – Andrew has spoken with Rick and David will do research for a word press plug in that can be used for the club website as well as for mailchimp.
 - II. All other items were discussed within the meeting

4. Financial Update:

Please refer to the comprehensive financial report as prepared by Craig for specifics (dated Feb. 6, 2017. Mike motioned to accept the financial report. Seconded by Deb S.

- a) 2016 Income Tax has been done with the club having to pay ~\$86. Art will look into why the club had to pay taxes as well as asking about being a non-profit organization.
- b) Craig reported that has been no increase in the cost of D & O insurance as well as no increase in CCN costs.
- c) Membership – to date there are ~7 members. There have not yet been any payouts by CCN. Andrew asked about the free membership won by David. David will register and submit the receipt for reimbursement.

5. CCN-KCC Club Registration Set-Up:

- a) Art mentioned the process for joining the club on CCN has been made easier
- b) The join link on the KCC website to CCN is setup.
- c) Once you have registered, a welcoming letter will be emailed to you. At the bottom of the letter is attached the KCC membership card. A confirmation email from OCA is also sent out with an attachment of an OCA membership card.

6. KCC Constitution & Risk Management Policy:

- a) Art & Craig reviewed the most recent editions of the KCC Constitution and Risk Management Policy.
- b) Constitution:
 - I. Minor changes have been made such as vocabulary.
 - II. 5.2 – conflict of interest must be declared
 - III. There have been some changes to the section of Finances
 - IV. Section 14 – regarding discipline – a new section was added based on an incident the club had to face in the past year. Additional safeguards have been included
 - V. The website sportlaw.ca has templates for club policies. Craig will look into the site
 - VI. The club constitution will be finalized and presented to the membership at the AGM
- c) Rick Management Policy:
 - I. Was upgraded to reflect the present functions of the club as well as keeping in tune with provincial legislation & up to date technology.
 - II. One suggested change to the presented document was under the title of prohibited Personal Listening Devices. It was felt that a single Bluetooth phone device was acceptable.
 - III. Craig motioned to approve the Rick Management document. Seconded by Pat.

7. Kit Sales:

- a) The present Kit order should be available by February 18th.

8. 2017 Ride Offerings :

- a) Ride schedule – Andrew has been working on the 2017 ride calendar. Majority of the rides are similar to last year.
- b) Sunday PM ride – start locations will vary between Lindsay & Cambray with a few rides from Dunsford.
- c) Wednesday evening road rides will continue as previous.
- d) Wednesday evening Casual ride – will continue until the end of August.
- e) Thursday rides – will continue to run as usual with minor changes. Each ride will have a ride captain.
- f) Trail rides – There will be 2 trail rides a month. Each ride will be on Monday. The ride will not fall on the Monday of a holiday weekend.
- g) Try-a-Rides – There has been a new policy from OCA regarding try-a-ride. The club is only allowed to offer 2 try-a-ride rides per month. Each ride may have an unlimited number of riders. It was decided by the executive to aim for the try-a-rides to be held on the 1st Wednesday or Thursday of the month. The OCA requires one week advance notice of such an event.
- h) Annual Club Membership Ride – Will be held on Sunday, September 10th in the afternoon. It is open to all members of the club regardless of level of cycling expertise.

9. OCA Club Development/Excellence Summit 2017:

- a) Was held on Saturday February 4th, 2017. Rob & Mike attended on behalf of KCC.
- b) Mike gave a presentation explaining changes being made by OCA. These changes are intended to increase the standards of each cycling club in Ontario and is a work in progress.

- c) Clubs will be graded as Gold, Silver or Bronze level clubs based on what the club has to offer and at what level. There is a complete algorithm that has been set up by the OCA for clubs to follow. As club executive/members acquire skills/training in various areas, this will increase the clubs standing with the OCA.
- d) Training session for various areas will be available thru OCA. i.e. Access for disabled cyclists, NCC coaching, Youth program, organizing an event, becoming ride leaders etc.
- e) Compliance with these expectations are requested by the OCA by 2018.
- f) Mike will send Andrew a complete list of the expectations from the OCA. The list will be reviewed by the executive in order move forward with a plan of action.

10. Youth Development Program:

- a) The OCA has not yet fully developed its Youth Racing Program for the 2017 season and therefore Mike has been unable to go forward on behalf of the club. The deadline is May.
- b) Mike will look into getting his coaches licence. He will let Craig know of the cost of the courses.
- c) Mike will offer once a week training on Wednesday at the court house.
- d) Mike get information from the Ottawa Cycling club regarding their youth training program

11. Website:

- a) Andrew has updated each page of the website for 2017.
- b) 2017 Ride Schedule is updated

12. Facebook:

- a) Informal rides can be arranged via FaceBook
- b) Twitter account has been dormant
- c) KCC available on Strava for members who subscribe

13. CANBIKE:

Cycling Canada website is ready for CANBIKE instructors to sign up. Proof of being a CANBIKE instructor, police check and first aid certification required to sign up. Once done, a short refresher quiz needs to be completed.

14. Away Trips:

- a) The spring trip to Prince Edward County, from June 13th-15th has been well received by the membership. Lee, the proprietor Jackson Falls B&B, has arranged for accommodation at local B&Bs in the area for overflow.
- b) Andrew asked about a trip package. Bill did not feel this was necessary, therefore, Andrew did request an itinerary for the trip.

15. Community Advocacy Update:

- a) Trail update – Victoria Rail Trail committee are working at how to widen the gates to accommodate ATVs. The snow mobile club are working on the trails to accommodate mountain biking.
- b) Jackie, Art & Lisa are applying for a grant through the MTO for cycling awareness.
- c) Bill reported the Active Transportation Plan in Bobcaygeon is moving forward & should be initiated by July 1st. There will be minimal development for cyclists.

16. KCC Banner:

- a) Rick Lund-Pettersen has been spoken to regarding specs for a banner.
- b) Brian McFazden has donated \$300 for the banner
- c) Deb C & Rob have worked on a design for a feather banner

17. Kawartha Lakes Classic Discussion:

- a) Deb Smith reported sponsors are being approached for the 2017 event.
- b) New sponsor packages have been made.
- c) New Rest Stop Sponsorship will be available.
- d) There will be no caps this year. Instead participants will take home a string backpack with sponsors' logos on the bag. This will be used as the swag bag.
- e) Participants will be able to set up their own pledge site and email friends for donations.
- f) Tax receipts will be issued for 50% of the registration.
- g) There will be a cheering section for returning riders.

18. Next Meeting – Monday, March 27th, 2017 at 2pm at Spokes for Folks.

Deb C motioned to end the meeting. Seconded by Rob.