

MINUTES FOR THE EXECUTIVE MEETING

OF THE KAWARTHA CYCLING CLUB

At 12:30 pm, Spokes for Folks, Cambray, ON

Friday Dec 7, 2018

In Attendance:

Art Hornibrook, Pat Staneland, Rob Ferguson, Bill Morris, Deb Smith, Deb Craven, Rick Lund-Petersen, Andrew Staneland, Gunter Meyer, Mike Gorman

Regrets: Eveline Eilert, Mark Robinson

1. *Call to Order – Art:* Quorum confirmed, Thanks given by Art on behalf of executive for Deb Craven’s many contributions to the KCC executive and membership at large. This will be her last time on the KCC board (for now).
2. Agenda Review - Motion to Approve revised agenda made by Mike, seconded by Pat, approved by all present
3. Declaration of Conflict of Interest: none
4. *Minutes of October 12 Executive Meeting - Pat* 1. Motion to approve made by Pat, seconded by Gunter, approved by all present
 - a. Follow-up Items: none
5. *Financial Update – Bill*
 - a. Cheque for \$23 000 went to Community Care to cover upcoming wage payments to co coordinators of activity programs to be initiated in the upcoming year geared towards seniors and active living. Motion to approve financial update made by Gunter, seconded by Pat, carried by all. Money comes from a Trillium grant under the heading of Accessible Recreation Project.
6. *2019 OCA Club Affiliation Package*
 - a. Requirements to be a “recognized” OCA Club
 - i. Original Ontario Not-For-Profit incorporation paperwork.
 - ii. Art updated our registration
 - b. Club bylaws (constitution):
 - i. Art will update when all Policy documents completed
 - c. Club Policy Documents (new) 1 Privacy and membership policies required with application
 - i. Both completed
 - d. Concussion, Code of Conduct, Discipline and Complaints, Screening and Accessibility policies required by Aril 1, 2019
 - i. Pat will coordinate this requirement and Deb C will review our current guidelines on concussions already published on website
 - e. Club activity worksheet (can be promised but must be approved before the start of riding)
 - i. Andrew will begin working on 2019 riding schedule
 - f. 2019 Risk Management Plan (revise 2018 plan)
 - i. Art will review
 - g. Club Ride/Activity Guidelines (new – note Waterloo CC and Peterborough examples).

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- i. Mike (coordinator), Gunter, and Rick will examine existing policy examples from other clubs and recommend our Guidelines within 2 weeks
 - ii. Following Executive approval Art will submit as part of our application
 - h. 2019 Club Jersey design must be submitted
 - i. New 2018 KCC jersey design will be submitted to OCA
7. *KCC Strategy development process discussion (All)*
 - a. What do we want to be – how do we get there
 - b. Team of Mark, Mike, Rick, Art and Andrew will brainstorm the future direction the KCC should be heading in to accommodate the interests of its current and potential future members. Team will meet in the New Year
8. *2019 season kick off agenda – including leader training (Gunter)*
 - a. *Date: April 17, 6:30 to 9 pm*
 - b. *Location: yet to be determined, several locations are being explored*
 - c. *Budget: \$200, motion made by Mike, seconded Rick, carried all*
 - d. *Purpose: social and informative, information stations around room for specific presentations on a variety of club topics*
9. *Accessible Recreation Project (Trillium Grant) discussion – Art*
 - a. As discussed under #5 above, this program may also offer us financial support of Can Bike instructors, first aid training, and advertisements for the program and KCC
10. *Club Jersey/shorts discussion*
 - a. Store will open to sell KCC clothing same day as winter get together at Arts, Sunday, January 20, 2019.
11. *Website*
 - a. *New website currently in construction phase by MJ Kelly and her company 3Loud Crows*
12. *Kawartha Lakes Classic Discussion – Deb Smith*
 - a. *A new subcommittee is working on a different structure for registration and pledges*
 - b. *Volunteers needed for the organizing committee.*
13. *Ontario by Bike publication:*
 - a. Ontario by Bike have requested we agree to be one of four clubs to be featured in their 2019 cycling in Ontario publication. They want a write up on one favourite ride in our area and another on a ride outside of our usual riding area. The executive picked the south shore of Sturgeon Lake between Bobcaygeon and Dunsford for its shoreline views and excellent roads. For the same reasons the ride from Pefferlaw to Keswick was suggested (however Art will use the Golden Lake ride instead – executive decision).
14. *Next Meeting Confirmation*
 - a. Sunday, January 27, 2019 at 2:00 pm at Art's
15. *Motion to Adjourn: Made Rob at 4:30 pm.*