

# KCC Executive Meeting Minutes

---

May 3, 2022 – 6PM – Google Meet

Meeting Chair: Kate N.  
Minute Taker: Deborah P.

Attendees: Kate N. President  
Deborah P. Secretary  
Penny B. Membership Coordinator  
Andrew S. Events Coordinator / Ride Coordinator  
Art H. Events Coordinator / Ride Coordinator  
Mike G. Safety Coordinator / Ride Coordinator  
Keith N. Ride Coordinator

Regrets: Anna M. Treasurer  
Deb S. Vice President

## Agenda Items:

---

1. Call To Order Kate N.
  - A. Confirmation of Quorum Yes
  - B. Review & Acceptance of April 2022 Executive Meeting Minutes Moved by Art H. Seconded by Mike G. All in favour.
  - C. Review of Agenda & Call for New Business
  
2. Administration Kate N.
  - A. Emergency Contact Cards / Member Tags Proposal:  
Kate N. proposed to have Contact tags laminated and zip tied for attachment to bikes for ease of finding identification and emergency contacts. Mike G. will investigate Oshawa Club's experience with doing this and will get back to the Exec for further discussion.
  - B. Website & Ride Calendar: Kate N. asked Exec to consider going to a simpler and less expensive platform with no third party needed for updates. Solution needed for ride calendar in the meantime.
  
3. Membership Penny B.
  - A. 2022 Registration Status: 69 members, 22 are new, 11 signed up since Roll Out
  
4. Events Art H. & Andrew S.
  - A. Spring Rollout Review & Feedback: Roll Out was a success. The format went well, new members registered as a result. Several kit orders were made. The venue was a good facility for the event with chairs, tables, and internet. Higher rental costs are anticipated for next year.
  - B. Spring Trip Update – Keith N. 20 members are registered, 10 units are booked with 5 units still available. Keith will be going to Kingston ahead of time to scout out restaurants and go over the routes when finalized. Keith and Penny will review the routes to finalize and post.
  - C. Fall Trip Update – Penny B. 5 cottages booked for 11 members. Cottages are still available.

## 5. Rides

Round Table

- A. First Ride Review & Feedback: Good turn out with 21 riders on Sat. April 30. Everything went well. Guest rider option and online forms for guests work well, but for those who haven't pre-registered Ride Leaders should consider having paper copies of forms and waivers available at the Ride. Art H. suggested that STRAVA ride reminders go out closer to ride date to get an accurate idea of those who will attend. Tow bike worked well on C Ride.

## 6. Marketing & Communications

Kate N.

- A. Recent Communications
  - i. Welcome to Registered Members – Ongoing, pushes the link to STRAVA
  - ii. Rollout Reminder: sent
  - iii. First Ride Reminder: sent
  - iv. Kit Reminder: sent
  - v. CAN-BIKE inquiry: sent
- B. Proposed May Communications
  - i. Spring Trip Reminder will be sent
  - ii. Club Discounts Reminder will be sent

## 7. KCC Kit

Kate N.

- Order Status to date: 12 orders for different pieces, closes on May 5<sup>th</sup>.

## 8. New Business

Round Table

Detailed policy regarding age of riders needs to be tabled until next meeting.

Currently Youth riders under 18 must have a parent accompanying them.

Youth cyclists' first ride needs to be Sat. level C with a parent or guardian for evaluation of cycling ability.

Andrew has been storing the Can Bike ramps and requests that someone else store them going forward. To be discussed.

## 9. Motion to Adjourn by Art H.

Next Meeting June 7<sup>th</sup> at 6 p.m.