

KCC Executive Meeting Minutes

June 7, 2022 – 6PM – Google Meet

Meeting Chair: Kate N.

Minute Taker: Deborah P.

Attendees:

Kate N.	President
Deb S.	Vice President
Anna M.	Treasurer
Penny B.	Membership Coordinator
Position Vacant	Marketing & Communications Coordinator
Andrew S.	Events Coordinator / Ride Coordinator
Art H.	Events Coordinator / Ride Coordinator
Mike G.	Safety Coordinator / Ride Coordinator
Position Vacant	Ride Coordinator
Keith N.	Ride Coordinator

Regrets: Anna M. Deb. S.

Agenda Items:

Call To Order

Kate N.

- Confirmation of Quorum Yes
- Acceptance of May 2022 Executive Meeting Minutes Motion to approve: Mike G.

Seconded by Art. H. All in favour

- Review of Agenda & Call for New Business, add : Ride attendance; follow-up on Oshawa ride cards; Rider age policy; ride safety guidance; Motion to Approve Agenda as amended : Art. H., seconded by Penny B., All in favour.

Administration

Art H. Kate N. & Penny B.

- KCC Policy on COVID: update re: Away Trips Art H. proposed mask wearing policy be changed so **required** becomes **recommended**. Motion to adopt the change: Mike G, seconded by Penny B. All in favour. Penny B. will update CCN and website will also be updated
- Constitution and Policy review : Kate called for volunteers for a committee to update. Art H. Mike G. and Kate N. volunteered and will meet in August.

- Roles and Responsibilities reminder: part of this is related to the Constitution which needs updating. The committee working on updating the Constitution will work on this.
- Grant applications and follow up: Chest Fund Grant received for the Welcome Station in front of the library in Lindsay; money to go to the city Parks Dept. for administration and carrying out the project. The City has responded with a staffing shortage problem and the project is stalled. It is not recommended for KCC to take on the project due to liability. A letter to the City from KCC is being sent explaining why it is requested that the City take on the project and KCC should not.
- Rider survey: Kate N. proposed creating a survey to find out what riders want; or request feedback regarding type of rides, time of rides, accommodations for various age demographics etc. Target getting it out before the next Away Trip.
- First Aid kits/ Safety Guidance: FA kits have been acquired; distribution is underway. Let Kate N. know if any items need replacing and she will order new items. Ride leaders are requested to carry them with them on rides. Re: safety measures, please follow Can-Bike guidelines for foot down at stops etc. First Aid Training: Deborah P. will look into available options. Exec. will review the options at the next meeting.
- Rider Age: Cannot ride alone under the age of 18 without a parent or guardian.
- Rider Cards: Discussion regarding emergency contact and pertinent medical info on cards to be carried on rides, affixed to bike in case of emergency. Andrew S. suggested that the question regarding these cards be included in the member survey for feedback.
- First Aid Training: Deborah P. will look into available options. Executive will review the options at the next meeting.

Financial Report

Anna M./Kate N.

- Treasurer's Report : the Club is in good shape; kits sales have been profitable; cash available for events; under budget for website Motion to receive by Art H. seconded by Mike; All in favour

Membership

Penny B.

- 2022 Membership Registration Status update: Total of 71 members , 23 new, 3 incomplete registrations, 2 of which likely to complete with new COVID waiver in place
6 Guest riders (5 on roll out, 1 on trail ride) 17 (74%) of new members have attended one or more rides , 6 (26 %) have not been out yet
- Average ride attendance: see chart below

Average Attendance - As of June 6, 2022									
Mon	Wednesday			Thursday		Saturday			
Trail Ride	A	B+	C	B	C	A	B+	B	C
9	3	4	3	10	3	4	2	8	6

8 rides with no attendance (3 A/B+, 2 B, 3 C) Low attendance May 28th due to CAN-Bike course

2 weather related cancellations

Andrew suggested a STRAVA lab session and will look into hosting one. This could be added as a question on the up-coming member survey to get input

- Away Trips Registration status (June and September)

June- Kingston 18 registered

September- Elmhirst 11 registered; eight 3-bedroom cottages are still available

Events

Art H. & Andrew S.

- CAN-BIKE course results: More signed up, but 4 participants completed the course - 1 per instructor. It was successful and participants enjoyed it. Art H. suggested we could think about offering the course again this year for the people who signed up but couldn't make it.
- Ride leader training: Mike G. suggests offering training on a Sunday in July or August. Kate N. would like to start a ride leader mentorship program as soon as possible to help current ride leaders have back up. Mike G. will review the document on current club guidelines for Ride Leaders.

- Bike Garage Cycling Proposal:

Art H.

The BG would like to host an event as a charity fundraiser and use the club's insurance. Art H. will suggest they look at their own insurance which might cover it. Kate N. noted that KCC insurance wouldn't cover this type of event. KCC is happy to support and help advertise the event, but not process the event through the Club's insurance.

- Potluck: Mike G. offered to host one in Cambray on a day when multi-level rides are leaving from Cambray. Date to be determined.

Marketing & Communications

Kate N.

- Recent Communications: Weekly Ride Schedule; Kit follow-up; Spring Trip reminder; Discounts
- News you can use (Can-Bike, sleeveless jerseys, and STRAVA blast notice)
- Up-coming communications: Weekly ride schedule being updated; Kawartha Classic registration; Potluck; Kit status update

- Website - the Ride Calendar is working well with updates and is connected to STRAVA; website is satisfactory at this point. Distance of rides to be put in the title on calendar and in STRAVA

Kawartha Lakes Classic

Deb S.

- update : website is now live www.kawarthaclassic.ca for registration.

First meeting of the group that leads the event has taken place, and in review the routes look good, but are not yet finalized. Several club members have volunteered to help on the day of the event. Question re: insurance for KCC as we are named in the event. The expectation is that KCC is included under the Kawartha Classic event insurance.

New Business

Round Table

Andrew S. has ride change for June 20th ride to date in July; will update STRAVA

Adjourn Motion to adjourn Mike G.

Kate N.

Next meeting date: July 12th @ 6pm