



Chair:	Nicole LeBlanc
Note Taker:	Michael Watt
Attendees:	Nicole LeBlanc, Burt Wolf, Brett W, Michael Watt
Regrets:	Sean Peters, Cheryl, Scott B, Matt T.

Called to Order:	6:15 pm
Adjourned:	8:45 pm
Next Meeting Date:	January 17, 2009 @ 6:00 pm

Item:	<i>Review of previous Minutes</i>
Discussion:	Reviewed minutes and Dos from minutes. The Kiosk will require a couple people to move and Brett and Nicole are waiting to hear back from Otway. The fundraising committee will be setting the pub night and sticker due dates. Motion to adopt = Brett Seconded = Michael Adopted.
Action By:	
• Nicole	Contact Gillian about the club picking up the Kiosk – DONE, WAITING FOR REPLY
• Brett	Pick up the Kiosk (with help)
• Brett	Send out link to Direct Access info.
• Sean	Draft a letter to the bank to re-open the gaming account
• Brett	Send Sean chart of accounts and general ledger.
• Nicole	e-mail membership to schedule events.
• Cheryl	Send e-mail to membership letting them know club is looking for someone with a safety background.
• Michael	Put Insurance papers into trailer.

Previous Business

Item:	<i>Pidherny</i>
Discussion:	Tabled again awaiting Scott's attendance.
Action By:	
•	
•	

Item:	<i>Golf and Curling Club</i>
Discussion:	Tabled again awaiting Scott's attendance
Action By:	
•	
•	

Item:	<i>Forming Committees</i>
Discussion:	The procedure for forming committees will be added to the new Policy & procedure manual.
Action By:	
	<ul style="list-style-type: none"> • <i>Michael</i> Add procedure to manual. • <i>[Name]</i> [The Action That Person Is To Take]

Item:	<i>Membership Forms</i>
Discussion:	<p>Membership categories will be changing to “Basic,” “Full” and “Sprockids” memberships. We will remove mention of insurance and just say that members can participate in sanctioned events if have full membership.</p> <p>The database should be set up to indicate what sections (riding interests) people have checked off on the membership form.</p> <p>Membership form was updated for the 2009 year, including a space for additional donations.</p>
Action By:	
	<ul style="list-style-type: none"> • <i>Michael</i> Change names of memberships on web page. • <i>Cheryl</i> To check and update the database

Item:	<i>Tour De Jasper</i>
Discussion:	Tour De Jasper has, in the past been partnered with the PGCC in offering free membership to Tour participants. This has been done in the past as the tour brings a lot of publicity and new members into the club and helps promote the road/touring side of the club. As the Tour is a for profit endeavor run by a Director, the partnership will be reviewed in relation to the Society Act, with out the involved director.
Action By:	
	<ul style="list-style-type: none"> • <i>Michael and Brett</i> To review the Society Act in relation to partnering with Tour De Jasper. •

Item:	<i>Insurance</i>
Discussion:	The directors reviewed the Director’s Insurance form. The form will be mailed so that the club has Director’s Insurance.
Action By:	
	<ul style="list-style-type: none"> • <i>Brett</i> to complete financial statement for application and forward to Michael. • <i>Michael</i> Mail application

Item:	<i>Communication/Getting the Word Out</i>
Discussion:	Brett got a blog about the bottle drive posted on Pink Bike. We will be starting to post more information on different blogs to increase awareness about the club. More flyers will be going out. Discussed developing PGCC team jerseys and holding team downhill rides at bike parks next summer. The jerseys can also be used for participants in road and cross country rides.
Action By:	
	<ul style="list-style-type: none"> • <i>Michael and Kurt</i> Develop the jerseys •

New Business

Item:	<i>Bottle Drive</i>
Discussion:	The club had around 20 volunteers for the bottle drive and raised over \$1200... and counting. The club will be holding another bottle drive in February and during the summer with the involvement of Sprockids. Dates will be planned by the fundraising committee.
Action By:	
	<ul style="list-style-type: none"> • <i>Brett</i> e-mail Michael pictures for web side and link to Pink Bike article. •

Item:	<i>Leisure Guide</i>
Discussion:	Discussed the PGCC adding an add to the Leisure guide. It was decided that the exposure wasn't equal to the cost of the add this year and the club will continue to increase exposure through other means.
Action By:	
	<ul style="list-style-type: none"> • •

Item:	<i>Mail</i>
Discussion:	Michael is picking up the mail one to two times per week. The mail is sorted and forwarded to the appropriate person.
Action By:	
	<ul style="list-style-type: none"> • •

Item:	<i>Commuting Committee</i>
Discussion:	Nicole attended the PG Traffic Safety committee meeting. Nicole presented some of the concerns around riding in PG. The committee will decide if the PGCC should be on it and the PGCC will be deciding if it is beneficial for us to attend the meetings, and whether we give the committee our club endorsement. At this time, it was decided that the PGCC commuting committee would like to take more of a political approach and may not be endorsing the traffic Safety Committee.
Action By:	
	<ul style="list-style-type: none"> • •

Item:	<i>Policy Manual</i>
Discussion:	The PGCC will start to develop a policy and Procedure manual that outlines some of the procedures being developed. This manual will help to ensure the consistent practice of the club and following of the Society Act.
Action By:	
	<ul style="list-style-type: none"> • <i>Michael</i> To start to develop the manual • <i>Brett</i> Forward Michael information to be included in the manual (ex: financial procedures, maintenance procedures, etc.)

Item:	<i>IMBA</i>
Discussion:	Nicole ordered 2 more books, a sign and shirts/socks to be used in raffles and events.
Action By:	
	<ul style="list-style-type: none"> • <i>Brett</i> Create an expense reimbursement form to be used to reimburse members for purchases they have made out of their own pocket. •

Item:	<i>Club Name Change</i>
Discussion:	The club had, a few years ago, changed it's name to the Prince George Bike Club, however all of the accounts, web page, etc. are still in the name of the Prince George Cycling club. Discussion was around weather the club should change everything to match the "Bike club" name or change the name back to "Cycling club". Some of the issues included the youth's view on the work "cycling" as well as confusion with other two wheeled clubs with the name "bike". Issues were also discussed around the heritage f the "cycling" name within Prince George. In order to change the name, a special meeting would have to be called in order to pass this special resolution. It was decided to continue to operate as is until next years AGM, at which time the members can vote on the name change.
Action By:	
	<ul style="list-style-type: none"> • •

Item:	<i>Sprockids</i>
Discussion:	Discussed next years costs. Due to club costs, the program will now be run for a charge

of \$99 per participant which works out to a total of \$5.50 per session plus a full club membership and the participant package.

Action By:

-
-

Item: *Master Plan*

Discussion: The director's reviewed the master plan and provided input. The directors will take away and review in more detail. Brett will be taking it to the Pidherny committee meeting to review.

Action By:

-
-

Item: *Budget and Fundraising*

Discussion: The directors would like to fundraise to have some members trained on trail maintenance. The costs need to identified and then raised.

Action By:

- *Kurt* Call IMBA to ID training costs.
-

Item: *Logo*

Discussion: The directors would like to create a new logo for the club that is not only more modern, but also incorporates the diverse riding styles that the membership encompasses. Kurt has developed a concept and discussion occurred around fine tuning the new logo. This logo change will be separate from and in addition to the sticker contest currently being held. Once the design is finished, the concept will be sent out to the membership for feedback before being implemented.

Action By:

- *Kurt* Finalize new logo and send to Michael
- *Michael* Send out to membership.