



Board of Directors Meeting Minutes

Chair:	Byron Conroy
Secretary:	Kass Myers
Location:	ZOOM
Date/Time:	2022-02-7
Board Members	Devon Budd, Kass Myers, Jacob Mullen, Byron Conroy, Alison Conroy, Cristina Hutchinson, Ron Gallo, Andrew Adams, Bret Hutchinson
	Guest: Laura , Lindsay K, Lindsay M (Gals N Gears),
	Regrets: Graham Robertshaw

Call to order at 6:30pm

1. **Welcome**
2. **Approval of Agenda**
3. **Approval of previous minutes (2022-01-11)**
4. **Director Updates**

Motion by Byron to approve agenda. Seconded by Alison. Carried by all.

Motion by Byron to approve previous minutes. Seconded by Devon. Carried by all.

President update	Byron	<ul style="list-style-type: none"> - Purchasing policy <ul style="list-style-type: none"> - Reviewed purchasing policy which was circulated amongst board members. - Discussed changing board approval requirement from \$1,000 to \$500. Byron motioned to adopt purchasing policy with change of board approval requirement for expenditures above \$500. Seconded by Andrew. Carried by all. - Groomer purchase <ul style="list-style-type: none"> - Colin expressed interest in fundraising for the purchase of an additional groomer. - Cost of a new groomer is between \$10-12K - The current groomer is three years old and beginning to have mechanical failures. - An additional groomer would provide more capacity as well as redundancy.
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		<ul style="list-style-type: none"> - Reach out to the community as a whole (i.e. community members who snowshoe, trail run, etc.): as they also use trails.
Finance	Andrew	<ol style="list-style-type: none"> 1. Discussed the format and detail of the financial statements. 2. Discussed budgets. Each department board member needs to establish a budget with Andrew. Andrew can help create one. 3. Discussed moving the year end to September 30 and keeping the AGM date for the end of November.
Communications	Cristina	<ol style="list-style-type: none"> 1. Strategic plan <ul style="list-style-type: none"> - Summary of what was discussed with board members. - Discussed responsibilities/duties of board members for the upcoming year. - Check in/update in April and September to review progress. This will help determine if any board member requires assistance.
Membership	Graham	<i>No items</i>
Learn to Ride	Jacob	<ul style="list-style-type: none"> - Waiting for jerseys for LTR - Reached out to coaches from prior year to seek coaching interest for upcoming year - 22 participants are currently registered
Road	Ron	<ul style="list-style-type: none"> - PGCC has a club in Zwift Virtual Rides - Road and gravel event schedule must be sent for approval from the City of Prince George and RDIFFG
Urban	Glen	<ul style="list-style-type: none"> - Go By Bike grant society application form due Feb 22. - Buffs from Go by Bike to sell on website - Interest from downtown PG to participate in Summerfest <ul style="list-style-type: none"> - Prior Summerfest PGCC had a bike valet outside Cyclelogic with volunteers. - Glen and Laura discussed a program offered by BC Cycling Coalition to help children aged 0-5 riding bikes.
Pidherny	Devon	<ul style="list-style-type: none"> - Provided update on building meeting for pidherny. - Annual operating plan is a work in progress. - PG Road Runners club would like to host a race May 28, 2022 at Pidherny.



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		<ul style="list-style-type: none"> - Kootenay Adaptive Association reached out to Devon. They are planning a biking circuit across the country and would like Pidherny to be part of the circuit. - Discussed Fundraiser Director vacant position. - Discussed logistics for upcoming fatbiking event at Pidherny
Mountain Bike	Alison	<ul style="list-style-type: none"> - 2022 jersey design artist <ul style="list-style-type: none"> - Two submissions: Laura and Mercedes - Unanimous vote to proceed with Mercedes as the 2022 jersey designer. - Board will confirm the jersey design next meeting. - Alison will submit the final design selected to Kazoom. - Additional PGCC swag <ul style="list-style-type: none"> - Kass and Alison to work together - Discussed the possibility of socks with prior year jersey design - Bicycle (Fat Bike) festival being held February 26th and 27th <ul style="list-style-type: none"> - Bret has been performing the majority of the coordination - Looking for volunteers - Routes are selected - Discussed the following event dates: <ul style="list-style-type: none"> - Bike race May 29 - Poker race June 26-27 - Enduro race second to last weekend of July - Year end race September 24-25
Secretary	Kass	<ol style="list-style-type: none"> 1. Directors resolution - Glen Mikkelsen
Gals N Gears	Laura , Lindsay K, Lindsay M	<ul style="list-style-type: none"> - Pins for Gals and Gears <ul style="list-style-type: none"> - Board agreed to fund pins for upcoming year
Bret		<ul style="list-style-type: none"> - Provided update on Talladega Knights Sign: <ul style="list-style-type: none"> - All donations should be recognized (in kind and cash donations). Donations should be put on tiers.



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		<ul style="list-style-type: none"> - Compiled logos from donors and sponsors. - Need to send out an RFP for graphic design. - Volunteer insurance <ul style="list-style-type: none"> - Registered volunteers are entitled to 3rd party liability and death and dismemberment insurance as per Schedule C of the club's Partnership Agreement (PA) with RSTBC - Purchasing a membership should be considered as registration - A certificate of this insurance and a copy of the policy wording should be requested from RSTBC - Certification, Training, and Qualifications (Schedule B of PA) <ul style="list-style-type: none"> - The agreement holder (PGCC) must obtain or witness proof of compliance before permitting an individual to perform related services <ul style="list-style-type: none"> ■ Power tools such as brush saws - Operators must have sufficient training and expertise in operation of the equipment being used and need to show competency with using the power tool ■ Chain Saws – Operator must show proof of BC Forest Safety Council's Basic Chainsaw Operator Training Course or equivalent ■ Tree Falling – Must be certified by the BC Forest Safety Council - A file must be kept for volunteer certifications <ul style="list-style-type: none"> ■ Chain saw use will need certification from an outside training provider ■ Other power tools will require the club to witness proof of compliance or provide some basic training - Bret is meeting with RSTBC Friday. Will discussed the operating plan and insurance. - PGCC email address to compartmentalize PGCC correspondence and separate it from my work emails
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Meeting adjourned at 8:30 pm



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Next Meeting Date/Location:

Action Item and Director responsible: