

HIAWATHA BICYCLING CLUB

BOARD MEETING MINUTES DECEMBER 4, 2006

PRESENT: Wilbur Thomas, Alan Wichman, Marcy Kelash, Bow Bowen, Dan Robinson, Brice Martinson, Heather Gehring

GUEST MEMBER: Bob Dean

SUPPORT

1. **DECEMBER AGENDA** approved. MOTION made, seconded and approved.
2. **NOVEMBER 6, 2006 MINUTES** approved. MOTION made, seconded and approved.
3. **TREASURER'S REPORT**

BRICE MARTINSON handed out an "FY 2006 Financial Highlights" packet. He will be working on the present income statement to make it more readable and to see how income and expense items are related. He also expects to develop a simple balance sheet, set up standardized procedures for authorizing payments, and develop a monthly budget.

Cash in Bank on 11/1/05	\$4,875
Cash in Bank on 10/31/06	\$1,511
Total income for the fiscal year (includes \$5,000 transfer from savings)	\$25,510
Total expenditures for the fiscal year (includes \$7,000 transfer to savings)	\$28,874
Net profit from Tour D'Amico	\$6,611
Expenditures in Members Benefits	\$5,307
Market Value of Vanguard Account on 11/01/06	\$15,965

For the Vanguard Account he handed out a "Transaction History" sheet detailing the year's "Short Term Bond Index Investments and recommended a "Short Term Bond Index" fund...He will contact the account manager to find out what the yield was for the past year.

4. **2007 OPERATING CALENDAR UPDATES**

ALAN WICHMAN reviewed the 2007 operating calendar updates:

- a) moved the volunteer banquet to an earlier date
- b) will include team leader references

Volunteer Banquet date set for February 25, 2007

Dan Robinson will research restaurants for the banquet.

Alan Wichman will update the calendar with the correct dates for 2007.

5. **DIRECTOR QUALIFICATIONS**

ALAN WICHMAN handed out a sheet specifying the qualifications and duties of HBC board members. Under "qualifications," volunteer "accomplishments" was changed to volunteer "contribution." Suggested using the "candidate profile" again for next year's candidates.

6. **BOARD MEMBER DUTIES, DRAFT OF ORGANIZATIONAL CHART AND TEAM MISSION DESCRIPTIONS**

Board member duties were covered under # 5.

ALAN WICHMAN will update the organizational chart to show new teams. Instead of Wilbur Thomas being the Marketing Team Leader under Infrastructure Teams, there will be a separate marketing team

block, headed up by Heather Gehring. This Marketing block will include the Minnesota Bike Expo, the Freewheel Expo, a grant donation (up to 10% of our net income) to a local infrastructure, and staffing the MSC booth at the Bike Expo since we are a member of this organization.

Under Event Teams the MSC dance will be added.

Under Membership Teams, Bob Bowen will be the Benefits Team Leader. The Clothing Team Leader spot was deleted as unnecessary. Kay Reis will be contacted to see if she will continue doing the Magic Moccasin t-shirts. Janis Bremer will be in charge of design and distribution of the Star of the North and Club Jerseys. We need to find another club member willing to order the jerseys.

Alan Wichman will update the chart and team mission statements by the next meeting

7. **AUDIT UPDATE**

MARCY KELASH said \$155 worth of checks has been found. There is still around a \$600 gap.

Dan Robinson, Brice Martinson, John Miller and Marcy Kelash will work on better recording procedures.

8. **BYLAWS AMENDMENTS**

a) DAN ROBINSON proposed that the prohibition on directors serving as team leaders be lifted, although we want to involve as many non-board members as possible.

MOTION made, seconded and approved to remove Article III, paragraph 22 from the bylaws.

b) DAN ROBINSON suggested amending the bylaw re: the number of newsletters per household to one "print" copy per individual or household, and to add to the bylaw that an individual or household may receive up to six electronic copies of the newsletter (at home, business, etc.).

MOTION made, seconded and approved to amend Article VI, paragraph two in the bylaws.

c) Discussion of changing the end of the operating year from Oct. 31 was postponed until the January meeting.

9. **2007 CASH BUDGET**

BRICE MARTINSON handed out a proposed fiscal year 2007 budget, comparing it to the 2005 and 2006 actual budgets. After some discussion about the feasibility of TDA making as much profit this year as last (since the weather was so spectacular and there were many same-day registrations) it was decided to leave the budget as proposed.

MOTION made, seconded and approved to accept the proposed 2007 budget.

It was suggested that future budget proposals be submitted in August rather than two months into the new fiscal year.

10. **AGENDA ITEM 10** Postponed to future meeting.

11. **AGENDA ITEM 11** Postponed to future meeting.

12. **ADENDA ITEM 12** HEATHER GEHRING will bring snacks for the January meeting.

OPERATIONS

1. **VOLUNTEER BENEFITS CALCULATION**

The board determined this was already covered under SUPPORT #6.

AGENDA ITEMS 2-8 were postponed to a future meeting.

OTHER ACTIVITIES

None discussed.

Meeting adjourned at 9:00 p.m.