

MTCCSD BOARD MEETING

Minutes for Dec 8, 2008 MTCCSD Board Meeting



Intro:

Meeting called to order at 7:10PM.

Executive Board Members present: Paul S, Paul M, Ron B, Julio, Rob T.

Other Officers Present: Odale, Dennard, Harold,

By-Laws:

Ron completed a draft version of the bylaws and passed out hardcopies to Exec Board members, soliciting their comments via phone or email or hardcopy markups by the next board meeting.

A few comments on the officer responsibilities in the bylaws:

As part of his duties as club secretary/treasurer, Paul S will keep a record of club membership applications, to serve as a check/balance against membership revenues.

As club historian, Dennard also assumes responsibility for a club newsletter. As a first step, he will produce a club annual. He also has plans to do a write-up on Black History Month.

As club marketing/media director, Rob T will work with our club sponsor, Ron L to set-up a marketing program and seek-out sponsors.

The bylaws also describe two committees, the Ride Committee, and the Event committee, that will be critical to the success of the club. Both will report to the Vice President, Julio. Julio will also be the keeper of the master calendar of club events and club-sponsored rides, as he previously agreed-to.

The Ride Committee will pick-up the responsibilities of the ride sub-committee that Odale was previously in charge of.

Freda Frye Bike Ride:

Club fund-raising activities for the Dec 21 Freda Frye bike ride were discussed. We have collected \$301 in cash and checks for bikes, so far, along with several bikes. Odale and Paul M will find out where/when to send the check. Location of event is still TBD. Julio is still working on setting-up bike rodeo at the event.

Treasurer's Report:

Paul S reported that we currently have a balance of \$571 in our checking account, of which \$130.00 is in the clothing sub-account.

Flyer:

After reviewing the latest club advertising flyer, Ron B suggested that future versions include more background info on who Major Taylor was and his significance to the minority community.

Membership:

Paid membership is now at 33.

We agreed to the following membership payment periods:

- 1) Jan 1 thru June 31 – Full price membership for current year.
- 2) July 1 thru Sept 30 – Half price membership for current year
- 3) Oct 1 thru Dec 31 – Full price membership covers remainder of current year plus all of following year.

Also, membership renewals will be accepted starting on October 1. In our previous meeting, we agreed to start soliciting renewals for 2009 as follows:

- Post renewal message on website early Nov. (Done)
- Email individual members reminder late Nov. (Not Done)
- Send-out individual renewal notices by mail in early Dec. (Not Done)

Odale brought-up giving Freda Frye an honorary club membership. Ron B said that honorary membership should be described in the club bylaws, and he will add it.

There was a question about how to handle our membership in SDCBC. Do we send in member address and dues each time we add a new member or do it once a year or what? For example, Ron B has not received a copy of The Chainguard, yet. Our SDCBC rep, Julio, will check into this.

Database:

Paul S said that club membership info should be built into a database to simplify mailings, etc. Even at 33 members, addressing letters individually is not an easy task. A database would streamline this operation, especially as we build membership. Paul M will get help from club mentor, Ron L, on this.

Clothing Orders:

Paul M still working with Ron L on a spreadsheet so he can track our clothing orders and inventory.

Misc:

Ron B wants to limit length of board meetings to 60 minutes, 90 minutes max. If an item isn't covered in that length of time, it can wait until the next meeting. He also wants meetings to start on time. Members trickling in after 7:00pm is not acceptable. Also, meetings will start when a quorum (three) board members are present.

The meeting adjourned at 8:45PM.

PREVIOUS ACTIONS STILL OPEN:

1. Put together portfolio of what MTCCSD can offer potential sponsors. (Rob T)
2. Identify potential charity bike events that club will pick a maximum of three from. (Julio)
3. Put together a club calendar of charity and non-charity events that club will publicize to members. (Julio)
4. Get bike shop club discount amounts in writing. Post on Website (Rob T)
5. Create SS to track clothing orders and inventory. (Paul M, Ron L)
6. Start soliciting 2009 membership renewals by email and USPS mail. Update membership form. (Odale, Paul M)
7. Send-out welcome letters and membership cards to members who have joined since the last mailing. (Paul M)
8. Set-up bike rodeo for Dec 21 Bike Rodeo. (Julio)

NEW ACTIONS:

1. Review draft version of bylaws from Ron B and get comments back to him in time for him to update by next meeting. (All Club Officers)
2. Have updated bylaws ready for review at next board meeting. (Ron B)
3. Update bylaws with description of "honorary member." (Ron B)
4. Get money donations to Freda Frye in-time for her to purchase bikes by Dec 21. (Odale, Paul S)
5. Work with Ron L on membership database. (Paul M)
6. Work with Ron L on marketing/sponsorship strategy. (Rob T)
7. How do we add new members to SDCBC and handle their Chainguard subscriptions? (Julio)