

## Victoria Cycling Adventures Club (VCAC)

### Executive Meeting – 30 January 2019

Present:

Janet Davies – President  
Marcolien Johns – Vice President  
Colleen Sparks – Treasurer  
Peter Brown - Secretary  
Kathy Robertson – Director at Large

1. Minutes of the previous meeting were approved.
2. Noted that future VCAC board agenda should only be distributed to the 5 board members listed above.
3. An ad is being prepared by Shelley and will be placed in Used Victoria to attract new members (especially Pace 1 riders). The ad should direct people to see the Meetup site. If an email address is necessary, it will go to Kathy M and/or Mary Lou.
4. Janet will try making a logo. If not possible, we will purchase the existing logo for US\$50.
5. Member tracking. Leaders who have not lead a ride for 12 months will be removed as leaders. Members who have not been paid up members for 24 months will be removed as members. (Colleen to send a note regarding this issue to all members.)
6. Insurance information to be summarized by Janet and sent to board members for consideration.
7. Kathy R to mention to ride leaders that new members after their first ride need a reminder to join the club (ie. pay up!) before they can be permitted to join for a second ride.
8. Approved that the new fees will be: \$15 per year if paid on time. \$20 per year if paid later than the end of the month in which your membership payment was due.
9. Colleen to post some parts of the Mission-Vision notes on Meetup. (Peter to send the Mission-Vision notes to Colleen again.)
10. Colleen to post some notes on social events on Meetup. Be sure to note that any event that is not in Canada, or any event that is not a VCAC even (such as a personal cycle ride) or any even that we do not bicycle to and from, is not covered by our insurance policy.
11. Agreed that the following steps will be taken towards any member who repeatedly infringes upon the rights of any other member, or against the VCAC:
  - Step 1 – The board will send a warning letter listing our concerns and the needed corrections. The member will be put on “probation” for a specified number of months. Any subsequent infringement will trigger the next step.

- Step 2 – The board will suspend the VCAC membership of the person for a specified number of months. Any subsequent infringements while suspended or after will trigger the next step.
- Step 3 – The board will cancel the VCAC membership of the person either permanently or for a specified time period.