

**Greater Victoria Bike to Work Society
Board of Directors Meeting
Minutes
Saturday November 30, 2013 9:00 AM- 10:00 AM
HSD A264, University of Victoria**

Present:

**Lori Garcia-Meredith
Rosemary Sutton
David Cubberley
Carlene McDonald
Kryn Zedel
Andrew Cripps
Ian Graeme
Len Meilleur**

Regrets:

**Hu Wallis
John Luton**

Staff:

**Frank Hudson
Marsha Petty-Johnson
Theresa Gulliver**

Item	Topic	
1	Call to Order:	<ul style="list-style-type: none"> • Meeting called to order: 9:10 am
2	Approval of Agenda	<ul style="list-style-type: none"> • Moved by: Len Meilleur • Seconded by: Kryn Zedel ○ Carried
3	Approval of Previous Minutes	<ul style="list-style-type: none"> • Moved by: David Cubberley • Seconded by: Rosemary Sutton ○ Carried
4	Business Arising from Previous Minutes	<ul style="list-style-type: none"> • Frank will work on completing Charitable Status application by February 2014.
6	Treasurer's Report	<ul style="list-style-type: none"> • Financial report GVBTWS is in similar financial position as same period last year even though staff have been working through summer and fall. • 2013-2014 Signing Officers • Motion: to remove Sarah Webb from all Greater Victoria Bike to Work Society chequing accounts. • Moved by: David Cubberley • Seconded by: Kryn Zedel ○ Carried

		<ul style="list-style-type: none"> • Motion: to split Secretary position from Secretary/Treasurer position until next Annual General Meeting. • Moved by: Rosemary Sutton • Seconded by: Ian Graeme ○ Carried • Motion to appoint Len Meilleur as the Secretary of the Greater Victoria Bike to Work Society until the next Annual General Meeting. • Moved by: Lori Garcia-Meredith • Seconded by: David Cubberley ○ Carried • Motion to appoint Len Meilleur as Signing Officer on all Greater Victoria Bike to Work Society Checking accounts except the Greater Victoria Bike to Work Society Gaming Account. • Moved by: Lori Garcia-Meredith • Seconded: by Carlene McDonald ○ Carried • Motion: Move that the Greater Victoria Bike to Work Society apply to the Town of View Royal for a \$3,000 Grant-in-Aid to help offset the costs of the 2014 Greater Victoria Bike to Work Week 20th Anniversary. • Moved by: Lori Garcia-Meredith • Seconded by :Ian Graeme ○ Carried
7	Executive Directors Report	<ul style="list-style-type: none"> • Funding Progress Many sponsorship requests have been sent out! Confirmed to date: UVic, VIHA, TC, CTV, CFAX. KOOL FM, City of Victoria, Starbucks, COBS and more • GVBTWW 20th Anniversary Shirts. <ul style="list-style-type: none"> ○ A discussion was held concerning shirt variety and possible special editions to be added to the agenda of the February Board meeting.

8	Strategic Planning	<ul style="list-style-type: none"> • Second session will take place right after this BOD meeting
9	Bike Skills Courses	<ul style="list-style-type: none"> • Will update during Strategic Planning Session
10	New Business	<ul style="list-style-type: none"> • By-law Committee President Lori Garcia-Meredith struck a By-law Committee • Motion: to appoint Len Meilleur as Chair of the By-law Committee • Moved by: Lori Garcia Meredith • Seconded by: Andrew Cripps <ul style="list-style-type: none"> ○ Carried • Board Meeting Attendance Some Board members find it difficult to make the monthly Board Meetings at the office. It was suggested that the ability to phone in would allow those unable to attend in person to participate. • Action: Frank will look into options for allowing call in participants at Board meetings.
11	Date of Next Meeting	<ul style="list-style-type: none"> • Tuesday February 11, 2014
12	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 10 AM