

**Greater Victoria Bike to Work Society  
Board of Directors Meeting - MINUTES  
Sat Oct 18<sup>th</sup>, 2014. 4 PM  
UVic Human + Social Development Bldg. A264**

**Present:**  
Lori Garcia-Meredith  
Andrew Cripps  
Carlene MacDonald  
Ian Graeme  
Len Meilleur  
Kryn Zedel  
Chris Foord

**Regrets:**  
Randy Scott  
David Cubberley  
Rosemary Sutton  
Hu Wallis  
John Luton

**Staff: Theresa Gulliver and Lise Richard**

Item	Topic	Topic
<b>1</b>	Call to Order: Lori GM	Chair: Lori GM  Moved: Carlene Seconded: Andrew  Carried
<b>2</b>	Approval of Agenda: New agenda items are: - Year Round ED - Saanich Satellite Celeb Station - Volunteer Accountant Job Description	Moved: Ian Seconded: Len  Carried
<b>3</b>	Approval of Previous Minutes	Moved: Kryn Seconded: Andrew  Carried
<b>4</b>	Business Arising from Previous Minutes	<ul style="list-style-type: none"> <li>• Nomination Committee Lori, Len, Theresa</li> </ul> <p><b>Update on Board Succession and Motion to Approve board nominations in a single motion</b></p> <p>Moved: Kryn Seconded: Ian Carried</p>

		<ul style="list-style-type: none"> <li>Website Committee Andrew, John L, Len</li> </ul> <p><b>Theresa updated Penny Noble directly and will present solutions</b></p> <p>NOTES: Website Committee disbanded. Andrew will work directly with Theresa instead</p> <ul style="list-style-type: none"> <li>Bylaw Review</li> </ul> <p><b>Confirm if Bylaws presented are most up to date.</b> Have to go to AGM to be approved.</p> <p>NOTES: Bylaw was reviewed and 5.4 a) was changed to read that there are 4 executive members of the board consisting of a President, Vice President, Treasurer and Secretary. The role of Secretary may be combined with one of the other roles. Theresa will make changes and post to web for members. Voting occurs at AGM Nov 18.</p> <p>Moved: Kryn Seconded: Andrew Carried</p> <ul style="list-style-type: none"> <li>Charitable Status</li> </ul> <p><b>Update from Lori</b></p> <p>NOTES: The outcome of this was determined at the Strategic Planning session. Len will bring in expertise to share with the board. Board will continue to explore if this is the right step.</p>
5	Treasurer's Report	<ul style="list-style-type: none"> <li>Financial report Rosemary and Theresa worked together (with Arlene) to update Quickbooks income/expenses categories and condense monthly reports</li> <li>Year end (Sept 30, 2014) complete w/ In-Kind</li> <li>2014/2015 budget is currently being prepared</li> </ul> <p>Financial Report Moved: Kryn Seconded: Ian</p>
6	Executive Directors Report	Largely covered at Strategic Planning Session in presentation to attendees

		<ul style="list-style-type: none"> <li>• AGM: Tues Nov 18 @ UVic Notice/Invite sent to 78 members</li> <li>• Successful BTW Day event. 3 Celebration Stations with over 350 attendees</li> </ul>
	New Business	<ul style="list-style-type: none"> <li>• Saanich Satellite Celebration Station: Ask Saanich to refrain from the term `Celebration Station` (we will provide examples of alternatives). We will join as a presence in the first few (2) and see how they go.</li> <li>• Year long ED: Lori to send board Theresa's contract and Theresa to present any proposed changes to board.</li> <li>• Theresa to send monthly work plans to Lori who will communicate with Frank on retainer contract.</li> <li>• Theresa to ask Arlene to outline GVBTS's accounting needs</li> </ul>
10	In-Camera	N/A
11	Date of Next Meeting	Nov 18. AGM
12	Adjournment	Moved: Andrew Seconded: Kryn Carried