

**Greater Victoria Bike to Work Society
Board of Directors Meeting - Agenda
Tuesday February 11th, 2014 12:00 PM – 1:30 PM
201 – 531 Yates Street, Victoria, BC**

Present:

**Lori Garcia-Meredith
Carlene McDonald
Rosemary Sutton
Kryn Zedel
Len Meilleur
John Luton**

Regrets:

**Andrew Cripps
Hu Wallis
Ian Graeme
David Cubberley Guests:
Randy Scott (invited but unavailable)**

Staff:

**Frank Hudson
Marsha Petty-Johnson**

Item	Topic	
1	Call to Order:	<ul style="list-style-type: none"> • Chair called meeting to order 12:02 PM
2	Approval of Agenda	<ul style="list-style-type: none"> • Moved by: John Luton • Seconded by: Len Meilleur <ul style="list-style-type: none"> ○ Carried
3	Approval of Previous Minutes	<ul style="list-style-type: none"> • Moved by: Kryn Zedel • Seconded by: John Luton <ul style="list-style-type: none"> ○ Carried
4	Business Arising from Previous Minutes	<ul style="list-style-type: none"> • Nil
6	Treasurer's Report	<ul style="list-style-type: none"> • Financial report. Financial projections are on schedule. GVBTS is a cyclical organization and financials are on track for this period • Society needs to obtain a purchase card • Motion: That the GVBTS apply for a credit card with a credit limit of \$1000. <ul style="list-style-type: none"> ○ Moved by: Lori Garcia-Meredith ○ Seconded by: Kryn Zedel <ul style="list-style-type: none"> ▪ Carried • Motion: The GVBTS will set aside funds to the amount of the credit limit of the Credit card in a separate account. <ul style="list-style-type: none"> ○ Moved by: Lori Garcia-Meredith ○ Seconded by: John Luton <ul style="list-style-type: none"> ▪ Carried • Lori Garcia-Meredith has agreed to be the signatory on the card. • 2013-2014 Revised Budget <ul style="list-style-type: none"> ○ Rather than revise current approved budget a variance report will be submitted at year end.

7	Executive Directors Report	<ul style="list-style-type: none"> • Society Website Development <ul style="list-style-type: none"> ○ Website up and running ○ Board Members can now log in and access documents. ○ This will now be a repository for Society documents, such as Constitution and bylaws, financial reports, BOD agendas and minutes. • 20th Anniversary Event Planning <ul style="list-style-type: none"> ○ Confirmed date May 26th – June 1st ○ April 9th Launch at Market Square <ul style="list-style-type: none"> ▪ Staff will update invite list ▪ Launch still in planning stage ○ Wind-up Celebration May 31st <ul style="list-style-type: none"> ▪ Centennial Square booked as are the Midnights • Celebration Stations <ul style="list-style-type: none"> ○ There will be 20 celebration stations this year. Locations of some have not yet been determined • Potential Sponsors <ul style="list-style-type: none"> ○ Many sponsors have confirmed their support this year • T-shirt options for 20th anniversary <ul style="list-style-type: none"> ○ Will be a long-sleeved shirt with 20th anniversary logo • Silent auction update <ul style="list-style-type: none"> ○ There has been a good uptake from many of those approached to date. These sponsors are different from those we approach for GVBTWW ○ The goal is to reach \$15,000, but as this is a new event lesser amount will most likely be achieved • Outreach activities – Volunteers needed!!!!!! <ul style="list-style-type: none"> ○ February 21st– Comfort Inn Suites 2:00 pm – 8:30 pm ○ March 22 – Pearkes Arena 11:00 am to 5:00 pm ○ March 28th, Empress Hotel Health Fair ○ April 27th, Saanich Cycling Festival ○ May 3rd – PISE – 11:00 am to 3:00 pm. ○ Swiftsure May 23 • These are a great way to promote both GVBTWW and the Skills Courses • Action: Theresa will send out spreadsheet of the events to Board with the request that Board members sign up to help out at these events
8	Strategic Planning	<ul style="list-style-type: none"> • Update-Charitable Organization Application Status <ul style="list-style-type: none"> ○ The Application is on hold until further inquiries as to the impact of such status on the GVBTWS. • Action: Frank will do research to get clarification on Enterprising non-profits and how this might affect our application.

		<ul style="list-style-type: none"> • Bylaw Committee Report <ul style="list-style-type: none"> ○ Len has looked over by-laws comparing them to other organizations and recommended a few changes • Action: The By-Law Committee (Meilleur, Garcia-Meredith, Sutton) will meet prior to next Board meeting to review proposed changes.
9	Bike Skills Courses	<ul style="list-style-type: none"> • CRD Contract Update <ul style="list-style-type: none"> ○ Late start due to Dec contract signing date. Everything on track at this point. ¾ of courses will be offered through recreation centres who will advertise in the Healthy Living Guides etc.
10	New Business	<ul style="list-style-type: none"> • Motion: to approve Randy Scott as a member in good-standing of the GVBTS <ul style="list-style-type: none"> ○ Moved by: Len Meilleur ○ Seconded by: Lori- Garcia-Meredith • Carried
11	Date of Next Meeting	<ul style="list-style-type: none"> • March 11, 2014
12	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 1:10 PM <ul style="list-style-type: none"> ○ Moved by Kryn Zedel ○ Seconded by John Luton • Carried