

# **Hutch Tiger Cycling Association**

## **Meeting Minutes**

January 22, 2018

### **Opening**

The regular meeting of the Hutch Tiger Cycling Association Board was called to order at 5:30pm on January 22, 2018 in Sales #5 Room of HTI by Mike Roen

### **Present**

Mike Roen-President , Julie Craig- Vice President, Calyn Liestman- Treasurer, Jeremy Timm- Member at Large, Kris Otte-Secretary

### **Approval of Agenda**

The agenda was unanimously approved as distributed.

### **Approval of Minutes**

The minutes of the previous meeting on November 27, 2017 were approved by Calyn Liestman and 2<sup>nd</sup> by Jeremy Timm

### **Open Issues**

- Wix can do a PDF file on the HTC website, mike will add an additional flag to the website stating HTC Meeting Minutes. Mike will share the website password and information with Kris to post the minutes.
- Mike will also add HTC board meeting to the HTC calendar.
- Wells Fargo Account in closed completely. Calyn will send the online banking information to Mike.
- Jeremy is investigated the best way to store our information. Google drive seems to fit well with our needs.
- Mike has checked into what it will take to set up a feeder program for getting more kids on bikes. It will take a lot of work and effort from someone to get this going,
  - 1) Mike will approach and prospect some people he thinks will be a good fit for this.
  - 2) We are looking at possibly a five day session June-August.
  - 3) The insurance will approximately \$450.00 this covers up to 150 kids, insurance would be covered by McKay Insurance.
  - 4) All practices for this event would need to be on a dirt single track, according to the insurance policy

## **New Business**

- Jeremy will look into if our information needs a password for privacy reasons.
- 501(c)(3) all paper work has been properly filed and mailed to the IRS, this was completed on 11/29/2017.
- Julie called the IRS to question where we stand with the 501(c)(3) filing and was told by the IRS that it was not assigned yet and that we could call back after 01/29/2018 to check on it.
- We will continue with the Outlook email, unless a problem arises, Jeremy will check to see what the difference would be.
- Jeremy has put together job descriptions that fit our needs for a Team director/head coach back up; team director; logistics coordinator; fundraiser coordinator. Jeremy will update the information and it will be placed on our website either by Kris or Mike.
- Julie sent off several pictures to the High school year book.
- Athlete/Parent Code of Conduct, with the team getting larger should we set one in place. Mike looked into this and it is already in place and on HTC website. General expectations of the Parents of the athletes will be added to the Logistics folder.
- An annual budget was looked into and presented at the board with information on how much a storage unit will cost, a P.O. box and any other fees the team may come into. Calyn presented a spread sheet for Julie and Mike to look into and put together for our next meeting. We currently have \$2690.51 in our Citizens Bank and Trust account.
- Food will be the responsibility of the athlete's parents for race day nutrition. A list of healthy options to eat before and after each race will be added to the Race Logistics folder.
- Julie will look into setting up a concussion testing. It is highly suggested by NICA to have this training done on each athlete. Mike will also have more information at the Parent Meeting.
- Cory and Kris will look into the cost of a team trailer, one that can hold all team equipment including team bikes.
- Team bike trips; we will schedule 4 but shoot to have 3, some options are Lake Rebekah, Lebenon, Cayuna and St. Cloud.
- Friday Night rides will be planned as well it is a good option for seat time.
- Should we get Bruce Martin for a practice night again?
- Is Powder Ridge an option for a bike trail or practice time?
- Minnesota Series Races, how many is a good number for an athlete to participate in?

### **Agenda for Next Meeting**

Scheduled dates and times were set to happen on January 22, 2018, February 19, 2018 and March 19, 2018. Location will be determined closer to meeting date all times were set at 5:30pm-8:00pm. Agenda will be proposed prior to meeting date.

### **Adjournment**

Meeting was adjourned at 7:00pm by Jeremy Timm. The next general meeting will be at 5:30 on February 19, 2018, location will be determined.

Minutes submitted by: Kris Otte – Secretary

Approved by: [Name]