

# **Hutch Tiger Cycling Association**

## **Meeting Minutes**

November 27, 2017

### **Opening**

The regular meeting of the Hutch Tiger Association was called to order at 5:10pm on November 27, 2017 in Sales #5 Room in 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 10, 2017 were approved by Calyn Liestman and 2<sup>nd</sup> by Jeremy Timm

### **Open Issues**

- Calyn will investigate setting up a gmail account for the HTC Association and place it on the HTC website. Who will monitor will be determined.
- Mike will investigate how to put meeting minutes on the website as well as how many can be placed on the website without overcrowding the site.
- Treasure reported that we have a new account set up at Citizens Bank and Trust in Hutchinson we currently have \$2015.31 in that account. We currently have the Wells Fargo account still open with \$1000.00 balance. We are waiting for one check to pass to clear that account, once all checks are accounted for the Wells Fargo Account will be closed. We have online banking set up the only one who will access to the account will be the presiding president and presiding treasurer.
- It was discussed on how we will keep track of all our reports and check book, etc. Does the club need to purchase a computer, hard drive, place it in the cloud? Jeremy will look into what is our best option.
- We are moving forward with the 501(c)(3), Peterson Juergensen Hemerick & Co will be helping with this process. They will also do the club taxes for the upcoming year at no cost. A voided check was left with the above company to file with the IRS. This process of 501(c)(3) can take 1 to 6 months.

## **New Business**

- More coach involvement during the races, at least 3 coaches present and scattered around race track
- Food; does the current process work, should we look into getting a visa card just for team food purchase, should we charge a fee to all team riders.
- Job descriptions should be set in place prior to race season, we are looking at a Fundraising Committee, Logistics Committee, Grant Writing Committee and a Team Director, Jeremy will take this responsibility to getting this written and determine the responsibility for each job.
- Year book picture to be submitted for the High school and Middle School, Julie will take on this and find pictures and get them submitted in time.
- Athlete/Parent Code of Conduct, with the team getting larger should we set one in place. Mike will research one and put one together
- An annual budget will be presented at the next meeting with information on how much a storage unit will cost, a P.O. box and any other fees the team may come into. Calyn will look into all of the above
- Pilot Program for 2018 for kids 4 to 6<sup>th</sup> grade. Is this something we can support? How many practices? How much would Insurance cost? Mike will check with other feeder programs to see how they all got started and how the fees were set.

## **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 Mike Roen. The next general meeting will be at 5:30 on January 22, 2018, location will be determined.

Minutes submitted by: Kris Otte – Secretary

Approved by: Mike Roen - President