

**Solomons Island Cycling (SIC)
SIC Leaders Meeting
Meeting Minutes**

Date: May 15, 2017

Time: 1800

Location: Southern Community Center

Address: 20 Appeal Lane

City and State: Lusby, MD 20657

Event created by Brian Raines SIC president, on SIC Board of Directors and Solomons Island Cycling Facebook Page and SIC.Bike Calendar of Event. Open to all SIC members

I Call to order by SIC President Brian Raines – 1825

Present: 5 members

Brian Raines

Nadine Hughes

Darcy Richards

Richard Mervine

Austin Garner

Absent: 2 members

Shannon Petitjean

Tom King

Guest: 2 Members

David Randle

Chris DeFalco

Natalie Garner

Quorum Validation:

Majority 4 out of 7 members

Opening Statements/Agenda:

- Approval of the Agenda
- Approval of the Minutes
- Approval of the Treasure's report
- Reports from committees
- Old Business
- New Business
- Comments and Announcements
- Adjournment

II Motion to approve the Agenda

- Motioned by Darcy Richards
- Seconded by Richard Mervine
- All in favor motion carried

III Motion to approve minutes from April 10, 2017 version 2

- Motioned by Richard Mervine
- Seconded by Brian Raines
- All in favor motion carried

IV Motion to approve the treasure's report

- Motioned by Darcy Richards
- Seconded by Nadine Hughes
- All in favor motion carried

V Reports

Social Committee Report

- Glyn Phillips with support from other SIC members

Not available – no report

Road Captain Report

Not available- no report

VI Old Business-

Bike Cleaning Program at PAC – Brian Raines

- Date Set- June 10, 2018 after AJR- Weather dependent. (10:30)

Gals Mountain Biking Clinic- Nadine Hughes

- Date set for May 21, 2018 at St. Mary's River State Park for 0900 in conjunction with Maggie Kelnnberger
- Guys Mountain Biking Clinic has been postponed due to conflict with schedules

SIC meeting minutes

- Now available on www.sic.bike webpage

Maritime Metric Committee (formation)

Maritime Metric Committee-

Motion to create the Maritime Metric Committee Brad Hall and David Randle

Motioned by Richard Mervine

Seconded by Darcy Richards

All in favor motion carried

Brad Hall/David Randle to form a committee. Would like for a board member to join them on their committee to keep the BoD in the loop. Brad Hall and David Randle to spearhead this.

Route, Date, List of regional rides to be considered

Club members will be covered if they volunteered

Registration

In kind sponsorships- meaning that in lieu of money make a material contribution. They will not get the benefit of a tax deduction.

Submit a budget and a plan

Social Media Committee Formalize

Administration from SIC members to monitor and social media such as Facebook and Strava

Duties to include adding and/or removal of members

Inform the board of inappropriate activity

Members of the BoD decided to table this until next meeting for more details about duties and responsibilities.

SIC Annual Party Follow Up-

- Budget- 500- spent 418.00
- Venue was perfect
- Direction/address needs to be more defined
- Awards notification for Facebook

501©7 status –

- When do we want to spend the money?
- Everything is ready to go but we do not need to act just yet
- Tax exempt status and one incorporation status-
- Need to stay on top of this for the upcoming Maritime Metric for 2018

Calendar- Chris DeFalco

- **SIC Adopt-A-Highway Clean Up Schedule as follows:**

April 30, 2017, June 18, 2017, August 20, 2017, October 15, 2017

- **Gals Mountain Biking Clinic**

May 21, 2017 @ 0900 St. Mary's River State Park

VI New Business

July Special Event/Party (Shannon Petitjean) - tabled

SIC Jersey/kit design (Shannon Petitjean) - tabled

Insurance covering under-aged riders in carriers or trailers (Richard Mervine)

****See detailed report submitted by Richard Mervine in addition to the secretary's notes**

On pages 7-9

Technically, if a rider shows up for the ride and if they are not members they are not covered by our insurance after their first ride. Every member of the club is covered. Under-aged minors fall in the category of family as parents or guardians claim responsibility for their minor.

Two aspects to our insurance- LAB insurance Very easy and simple to do.

- Supplement- part of money that a riders pays for out of pocket and liability
- Only on SIC club rides
- Under aged person requesting to join a ride and a person requesting to bring a child in a child seat
- **Conducted and supervised** by the insured club- all members have access to a ride
- Knows how to use a cell phone, organizes the ride, and shows up
- Have to sign a waiver- even if a minor
- BoD sets the policies and the Ride Leader will carry it out.
- Club sponsored events- special events or club sanctioned
- **No exclusion of minors**
- Everyone has to be a member of the club aka family membership
- Everybody to read ride leader procedures and ride classifications
<http://solmonsislandcycling.com/rid-leader-information/>
<http://solomonsislandcycling.com/group-ride-classifications-categories/>
- Educate ourselves as ride leaders and under-aged riders in carriers or trailers should not a problem **as long as they can keep the advertised pace.**

Using Facebook BoD group for board business-

- A board member can make a motion via Facebook post on the GoD group.
It should be phrased as a motion- "I make a motion..." to keep it separate from other chatter
- For discussion it must also be seconded (just like a board meeting)
- At this point there is discussion on the post (nothing you say in this discussion is considered a "yes" or a "no" vote)
- After a reasonable time **AND** when everyone has seen the post the motion will be added to the group as a voting poll (yes, no, abstain) by the President
- The secretary will record these actions and votes as FB meeting minutes
- Any director at any time has the ability to request the motion be tabled and placed on the agenda for the next board meeting. Discussion will at that point cease and will ensue again in person.
- If not a unanimous vote, the issue will be tabled for the next scheduled BoD meeting.

-This should allow us to use FB for this purpose for procedural or non-controversial items or follow ups to meeting discussions that need to be finalized.

Membership Renewals

Brian Raines will follow up with a personal messages to some that have not yet renewed.

If we don't reach 75 members our finances will change

Consider membership drive.

Director of Emeritus –

- Clarifications are needed for continued position and privileges. Tabled for further wordsmithing -

VII Questions, Concerns, and Discussion-

Action Items:

To Do	In Progress	Done
<p>Richard Mervine- send out email reminders for membership dues- remove payment can be made at the shop</p> <p>Brian Raines- treasury report notice on website.</p> <p>Brian Raines-social media committee to be more defined</p> <p>Road Captain or Nadine Hughes</p> <p>AJR time will move to 8:00am starting 5/20/2017 WWR time will move to 6:00pm These two need to be changed on Facebook and on PAC's chalk board near the door.</p> <p>Brian Raines- How to clean your bike clinic June 10, 2018 after AJR- Weather dependent. (10:30)</p> <p>Maritime Metric Committee David Randell and Brad Hall Submit a budget and a plan No date set as of yet.</p>	<p>Chris DeFalco – To post events on the calendar</p> <p>Adopt-A-Highway dates: April 30, 2017 @ 1pm June 18, 2017 August 20,2017 October 15, 2017</p> <p>Gals Mtbing Clinic May 21, 2017 0900 St. Mary's Lake</p> <p>Gals- Maggie Kelnberger and Nadine Hughes</p>	<p>Austin Garner- PAC to come up with a clinic for basic mechanics date to be determined</p>

Next Meeting:

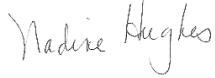
Date: June 19, 2017
Time: 1800
Location: Southern Community Center
Address: 20 Appeal Lane
City and State: Lusby, MD 20657

VII Adjournment
Motion to Adjourn by Brian Raines

Seconded by Darcy Richards
All in favor motion carried

Adjournment: 2035

Respectfully Submitted by:
Nadine Hughes

A handwritten signature in cursive script that reads "Nadine Hughes". The signature is written in black ink and is positioned to the right of a vertical line.

Signature Required: Hard copy of minutes will be housed in the secretary's binder

Who is insured & when does GL&PA Coverage Apply (BOD Action Item-Richard)

GL/PA: WHO IS INSURED?

- From LAB 2017 Insurance Program
 1. Bicycle Clubs and Advocacy Organizations that have completed the enrollment process and have paid the appropriate premium (“insured clubs”).
 2. Members and volunteers of insured clubs while participating in covered activities.
 3. Invited guests while participating in their first covered bicycle ride or time trial.
 4. Registered special event participants, including volunteers.
 5. Directors, executive officers, and employees of insured clubs relative to covered activities.
 6. League Cycling Instructors and Seminar Coaches, but only while acting in their capacity as such during League Bike Education seminars and classes that are conducted in accordance with League guidelines and requirements.

GL/PA: WHEN DOES GL COVERAGE APPLY?

- From LAB 2017 Insurance Program
 1. Covered activities include bicycling-related activities conducted and supervised by the insured club, including, but not limited to, the following: Meetings, fundraisers, public awareness campaigns, trail maintenance, and promoting a Safe Routes to School program.
 2. Recreational bicycle rides and time trials where no participation fee is charged. NOTE: this coverage does not apply to Advocacy Organizations that indicated at time of enrollment they do not conduct such activities.
 3. Recreational I bicycle rides or time trials • where a participation fee is charged (“special events”), but only if they are reported to American Specialty Insurance & Risk Services, Inc. prior to the event and the appropriate premium is paid. NOTE: For Bicycle Clubs, if a participation fee is charged, but participation in the ride is strictly limited to club members, it is not necessary to report and pay for the ride as a special event.
 4. Non-completive walking in conjunction with a cycling activity.
 5. Bicycle education courses and other bicycle-related education activities organized by the insured club, if purchased.
 6. Bicycle refurbishment for those insured clubs who purchase the coverage.
 7. Mountain biking activities conducted by an insured League club who purchases the coverage and meets the following criteria
 - Covered mountain biking rides include riding bicycles off-road often over rough terrain, using mountain biking bikes. Activities include cross-country and trail riding. These rides are for club members only and should not include tricks or timing.
 - Helmets are worn during mountain biking activities.
 - Release of Liability Waivers are signed.
 - Confirmation that mountain biking does not represent more than 1/3 of the club’s overall club activities. • 52 or fewer mountain biking club rides per year

Notes from conversation with our insurance representative. Question are there any other insurance requirements for a club ride. (e.g. Policy Requirements, Ride Leader Qualification, schedule/calendar)

- No reply to Policy Requirements, Ride Leader Qualification
- Agent focused on how it was published or solicited
 - Not two members on an impromptu or short notices
 - Web Site and FB Postings requirement: everyone has access, open to all club members
 - Insurance requirement is: Conducted (organized) and Supervised (oversight)

Insurance/Bylaws terms: Insurance terms (Insurance term Conducted and Supervised) vs Bylaws Sanction.

- See Bylaws: Terms (Waivers, Ride Captain, Rode Captain, Club Sponsored Events, club sanctioned).
Bylaws term sanction focuses on the process for approving club activities were there is a commitment of financial or club resources.

Facebook question on impromptu unofficial ride, (AKA not lead by a SIC ride leader, but organized through the SIC Facebook page) are these rides just not covered by the insurance? Do they carry any liability on the group's part? Just something I thought about and then got confused by.

- See above. Club and members have GL&PA Coverage for all rides conducted and supervised by the club. Conducted rides are rides organized via the WEB Site or posted on Facebook by Ride leaders. Ride Rider leader provide the oversight and supervision.
- Reference - From 2016-0712 BOD meeting: Motion to make impromptu rides an official SIC sanctioned route by an official SIC ride leader. **Routes to be made available in a route library on the SIC website.**

Insurance covering under age riders in carriers or trailers (Facebook issue response)

Background

A sic member stopped in at PAC today - she questioned me about riding in the group ride with her kid in a trailer? Or a child seat hooked to the back of her bike-

I know this question had been addressed on SIC FB page- and I'm almost certain Nadine had approached this with the fact that it wouldn't be covered under insurance.

I of course felt 50 shades of awkward, and politely told her I'd check with the person in charge of the insurance and would get her that information...**FB:**

The short version: We have three insurance coverages, GL, PA, and D&O. GL and PA insurance does not have **any exclusion for minors**. However, it requires everyone on a ride be a member, therefore would **require a family membership**. Additional requirement for all members is the waiver and helmet. In this case there is a special minor waiver that must be executed on each ride. **They also suggested if it is a trailer it have a flag and the clearly visible rear light (also applies to a bike carrier seat)**. The more complex issue that may warrant a discussion is the D&O insurance risk that may arise from exposures such as discrimination against a rider. For example it may require rides designed for this situation such as shorter route, slower pace, clear policies on ride expectations on pace/distance and staying with the group, etc

Discussion on complex Issue

So it's on the agenda. My initial take would be that if a member or potential member would like to see this type of ride it needs to be established. All of our existing rides would not IMO be suitable. Our minimum class for existing rides at present is C which is clearly defined as I believe a 12-14 AMS at ride finish. Next consideration needs to be impact on other riders. Can you imagine showing up for a sport ride and end up with a C class ride with a baby

Richard Mervine I would suggest reviewing the information on the website, Ride lead information, Group ride classification, and Our Principle. I think we are covered. I am not certain a new type of ride is required as long a rider expectations are clear.

Richard Mervine Example on how it impacts others. C ride is between 12-14 AMS. If on a 25 mile ride the rider is only able do a 10 AMS. The group would wait between 30-45 minutes or

the ride would be 30-45 min longer. If a rider in the group expected to finish in worst case in 2 hours, they would have to leave the group to be back in time

Richard Mervine Examples: <http://www.americanspecialty.com/.../hypothetical...>