

January 6, 2011 BACA Board Meeting

Minutes

Present: Don Bearden, Steve Bentley, Jim Britt, Tom Ezell, Coreen Frasier, David Holsted, Judy McDowell, Claibanne Williamson, Bud Laumer (guest)

Absent: Gordon Fisher

Called to order at 5:40 p.m.; minutes from December meeting were previously distributed via e-mail and approved as to form & content.

Treasurer's Report: Current bank balance is \$14,895.07 with all checks paid out that pertain to the 2010 Bikes Belong grant for the Safe Routes network. BACA will need to prepare and forward two Form 1099s for Julie and Judy; deadline is the end of January to get the forms to Judy & Julie; the 15th of February to forward copies of the forms and a transmittal letter to the IRS.

BACA exceeded \$25,000 in gross revenues for 2010 because of the grant, so will likely need to file Form 990-EZ for 2010 (deadline is May 15, 2011). The 2010 forms haven't been posted to the IRS web site yet. Don noted that a note on the web site indicates the threshold for filing may have been raised to \$50K for 2010, if so, we can get by with filing the Form 990-N postcard as we did last year. Tom & Don will follow up and file as may be appropriate.

Close the Loop TF: Steve Bentley reported progress on coordinating the Close The Loop Sunday events with both LR and NLR. The aim is to close portions of the River Trail loop to motor vehicle traffic from 1:00 to 6:00 p.m. on a selected Sunday afternoon and host a "cyclovia"-style event where the streets are given over to cyclists, skaters, and pedestrians during the stated time. Would like to make this a quarterly event (or even monthly) if the initial event is successful. Will schedule first event late this summer, after the Tour de Rock (June 11), when both the Two Rivers and Big Dam bridges are open, and the Clinton Park bridge should be near completion. We will coordinate the event through both city halls, and the BFC committees on each side of the river.

BACA will be sponsoring the first Tour de Rock Training Ride on March 19, in honor of Marilyn Fulper. Cost is \$150; we only need to write a \$150 check to Tour de Rock/CARTI, and the TDR staff will take care of buying the refreshments, etc. for all the riders and setting up the rest stops. BACA will also provide a ride leader for the course, which will generally follow the Harper's Loop route for a 35-mile ride.

We also discussed sponsoring the annual Ride of Silence in May (during National Bike Month), and dedicating this year's ride in Marilyn's memory. No vote was taken, but there was a general consensus to pursue this.

Steve also checked on the status of the mountain bike trails at Camp Robinson, and noted that the trails are very much on the way back to usefulness following the damage from the recent logging activity in Training Area 2, where the trails are. The current policy for bike access to Camp Robinson is that the rider must have a Camp Sportsman pass (bought at the facility gatehouse during certain hours on

Tuesday and Thursday) and must sign in at the gatehouse and show their pass. Access is only through the main gate. All riders must check in regardless of whether you're driving a car or riding your bike to the trailhead, otherwise the Camp MPs will chase you down. Camp is no longer requiring the CARP card for trail access, however CARP membership pays for rider & club liability insurance for both riders and maintenance of old trails and building new ones. The Board strongly encourages riders to maintain their CARP membership.

President's Report: Tom's report was distributed the previous week via e-mail, and there were no major questions. Since then, Tom has received several inquiries concerning interest from members in running for the vacant Board positions (Secretary and one at-large director), Bud Laumer was attending the Board meeting in order to get acquainted with how we operate, with interest in pursuing one of the vacant positions. Tom has replied to those who wrote him, asking them to come visit one of the Board meetings, and to formally declare their intent to seek a board position, either one of the two vacant ones, or in the annual elections in March and April.

After a glowing report in December, Tom received a call from the Safe Routes National Partnership on December 22 that the Bikes Belong grant would not be renewed for 2011, due to excessive turnover in the network organizer position, and lack of tangible progress by the state network in achieving policy change. All funds have been received that were due to BACA, and BACA has paid these back out to the appropriate parties. A copy of the notification letter from the National Partnership was enclosed in Tom's written report to the Board. BACA will continue our previous support to the state's Safe Routes program by continuing to participate in the state's advisory board and by offering bike and traffic safety educational classes, but the formal organization of the state network was terminated as of the first of January.

As of December 2010, BACA is now an affiliated club with the League of American Bicyclists. Tom received their annual year-end gift solicitation, and for the same amount (\$75) we could either simply write a gift, or sign up as a club and also add 500+ affiliated members to the League. So, we took the latter choice. Renewal will be due in December, 2011. Affiliation with the League also brings us a number of benefits, including eligibility for the League's club insurance program, participation in the club leadership development program instituted early last year, and advocacy support from the League's staff. The League is additionally implementing a "100% Club" program wherein dues-paid membership in BACA would also include concurrent membership in the League, with subscriptions to *Bicycling* and *American Bicyclist* magazines. The cost would be a \$15 payment to the League for each renewing BACA member. The Board expressed interest in this idea, especially if it can be applied to the Advocate-level membership. Tom is to investigate the details of the program and report back to the Board.

The Board then reviewed a strawman budget for 2011 to evaluate planned expenses and set fundraising goals for 2011. Current membership (based on the January e-mail list) is 566; if all members paid dues this would result in approximately \$9000 in annual revenues, A PayPal on-line payment option was added to the BACA web site early last week; so far 5 payments totaling \$75 have been received. Several members had tested the site, and were very pleased with how it was working.

Costs of administering the web site through ArkansasWeb was approximately \$240 per year. (approved)

Currently Regions Bank isn't charging us an account fee; PayPal charges a small percent of each transaction, and the Post Office box runs us \$75 per year.

Association dues were \$100 to the Alliance for Biking & Walking, and \$75 for the League of American Bicyclists. Both these have been paid for 2011, and will be due for renewal in December 2011.

There was substantial discussion concerning a proposed line item for club insurance. Tom referred to a copy of the LAB insurance program which laid out the options and coverage for each type of policy. The Board voted to pursue the purchase of Directors & Officers liability coverage, and to examine the need for general liability and participant accident coverage. Cost for D&O coverage would be \$575 for one year; GL/PA coverage would be \$1.49 per paid member up to the first 1000 members, thereafter \$1.35 per member. Special event coverage would be available for sponsored rides where a fee is charged, the premium here would be \$1.49 per rider, due after the event when the actual riders have been counted. Tom is to check prices with American Specialty and report back to the Board.

Outreach expenses included the Constant Contact (e-newsletter) subscription at \$252 per year (if paid annually) and \$400 for supplies for the annual Bike to Work month/day event. \$150 was budgeted for postage and stationery, to acknowledge new memberships and donations to BACA, as well as the organization's general correspondence.

Sending delegates to the National Bike Summit is the biggest single budget line item each year. 2011 costs include a \$375 registration fee (for League members, we can send one person who is not a League member using BACA's club membership at the same rate) plus airfare and lodging. Most meals are covered by the Summit itself, with the exception of travel days and Wednesday night). In the past BACA has sent an average of three delegates to the Bike Summit at the organization's expense. Coreen questioned whether we could get funding from either Little Rock and/or North Little Rock on behalf of the Bike-Friendly committees. Tom noted that NLR sent Mayor Hays and Judge Villines last year at NLR and county expense; Little Rock declined to send anyone or fund a position for BACA due to their budget problems, and he was not counting on any support from Little Rock for the Summit this year, either. ABC has funded one position the past few years at \$800. The draft budget projects three delegates for the Summit, reimbursable up to \$1000 apiece.

A line item for Volunteer Support was listed without a proposed amount; Tom noted that when we have events supported by volunteers, we need to acknowledge their help and participation of some token of appreciation, such as a t-shirt, buying them lunch or snacks, etc. Once the event schedule is finalized, we'll need to budget some funds to reward our volunteers if we want to keep coming back as our volunteers. Several other groups neglect this, and have a hard time rounding up volunteers when they need them.

Charitable donations need to be identified and planned for. This past year, BACA paid \$50 to the Arkansas Earth Day Foundation for a booth space at Earth Day, and \$200 to the Little Rock Bike Polo club to help with repairs to the bike polo courts. In 2011, a vote was taken and passed to start off this year's

charity with a \$150 donation to the Tour de Rock, and a \$250 donation to Recycle Bikes for Kids, with the intent to provide additional support as the year progresses.

Total budget expenses were estimated at approximately \$5000 annually, making that our minimum fundraising goal for the year.

Programs for the remainder of the year will include Amy Heflin, the U.S. DoT staff person in Arkansas, for the February meeting; Bud Laumer of AHTD will present on the U.S. Bicycle Route System in Arkansas for the March meeting, and the Bike Summit delegates will report out on the activities at the Bike Summit for the April meeting. Additional meeting programs still need to be identified and coordinated.

Claibanne Williamson reported that the public service announcement workgroup had met earlier in November, but probably needed a nudge to keep the project going and get the announcements ready for broadcast. They will report back at the February meeting on their progress.

Bud Laumer gave a brief update on progress in identifying routes for the U.S. Bike Route System through Arkansas, including a project between Memphis and Crittenden County to add a bike/pedestrian path onto the old Harahan Railroad bridge at Memphis (near the I-55 freeway bridge).

There being no other business before the Board, nor any more time to address it in, the meeting was adjourned at 6:50 p.m.