

MINUTES OF MEETING B.C. RANDONNEURS CYCLE CLUB

Held: Tuesday, Jan. 14, 2014 at MEC head office.

Committee Members Attending: Andy Reimer, Keith Nichol, Ryan Golbeck, Gary Baker, Deirdre Arscott, Eric Fergusson, Sylvia Lee, Ed Person, Chris Cullum

Attending by WebEx: Bob Goodison, Mike Croy, Jim Runkel, Stephen Hinde

Regrets: Darren Machlachlan

Guests Attending: Colin Fingler (Fleche coordinator).

Minutes are available online, <http://www.randonneurs.bc.ca>. Look for the "About BC Randonneurs" section, bottom right corner of home page.

Please note that any club member can still request an email copy of the minutes by contacting the club secretary.

Called to Order: The meeting was called to order at 7:12 pm.

Approval of Agenda:

Gary added discussion of August 1000 to agenda. Otherwise, agenda was approved as prepared.

Approval of Minutes of Previous Meeting:

It was moved, seconded and carried to adopt the minutes of the November 12 meeting as prepared.

Agenda Items:

President's Report – Andy Reimer

Andy noted that he has been unable to respond to emails in a timely fashion due to personal matters; however, things are improving and he will be able to respond in a more timely fashion.

Treasurer's Report – Darren Maclachlan

Andy read out Darren's report, which he sent via email. In his report, he mentioned that he has been steadily receiving cheques for the Vancouver Island 1200 event. \$9k has already been deposited and another \$2.5k is on its way. He also mentioned that there were a couple international riders that sent money transfers. He noted that there were costs of approximately \$40 associated with accepting money transfers due to currency exchange rate differences and bank fees and that we may want to consider not allowing money transfers as a payment option for future events. He also suggested we might be able to make a concession for accepting money transfers if a premium was charged in order to cover our costs. The insurance policy for the club was also renewed in late December. The policy is the same as it was for 2013.

Andy mentioned that they were in the process of adding Andy as a signatory, and this is currently underway.

Constitution and Administration Roles

Gary is currently working on this.

Regional Route Coordinator Reports

Interior – Bob Goodison

Bob spoke to Richard Blair regarding the Spring 400 and 600km routes. The 400 will be a modified version of the 2007 Cariboo loop. The start and finish will be Kamloops. Richard is currently working with Christine Kraayvanger on a new 600km route that will start at Williams Lake and will be an out and back to Nimpo Lake. Richard is planning to drive this route as soon as road conditions allow. The August 600 has a more accessible start location so it was decided that distance to the start location for the Spring 600 would be justified if the route proves to be good.

Island – Mike Croy

The schedule is pretty much finalized. The New year's populaire had record-setting numbers which was surprising. The VI1200 is well underway – having it sell out so quickly was nice. Planning for the March 200 is also underway.

Lower Mainland – Gary Baker & Chris Cullum

There was discussion at the previous executive meeting to discuss making provisions for allowing volunteers for the Canada Day Populaire to pre-ride the 3x200. There is a lot of work that needs to be done in the days leading up to the Canada Day Populaire. Gary and Chris have contacted Susan Allen (organizer of 3x200) and have been in discussions with Roger and Ali (organizers of Canada Day Populaire). The date Gary was looking at was June 7 and 8 but it's unclear whether the route sheets for the 3x200 can be ready by then. Gary will continue the discussions with Susan, Roger and Ali.

August 1000 – The proposed route was Vancouver to Medford. Gary has raised the concern that the only way out of Medford is to fly or to ride 135k to the nearest train station in Klamath Falls. It was discussed at this meeting whether it is possible to end the ride closer to a train station. Gary will contact the organizer to see if this is a possibility.

June 1000 – The intent is to make this route with as little elevation gain as possible.

The Spring 200 will likely not be the 3-hump camel but rather the Buccaneer to align with the intent that spring rides should start in the lower mainland area.

Details for each of the routes should appear on the website shortly.

For the WackPack Mini Series – the first 200 is intended to be easier, the second is intended to be harder, and the last ride is the Fall Flatlander.

Membership Renewals – online

Our contact at CCN sent information to Ryan Golbeck today and Ryan has reviewed it. Ryan noted that everything looked good so we can go forward.

Fleche Pacifique

- **Book cabin and brunch**

Colin went to book the room for brunch last week. He has booked it from 9 to 11am. The staff made it clear that we need to be out by 11am. Colin mentioned that the contract has changed in regards to changing the head count after the booking. Traditionally, we have booked for 100 people. If the head count decreases within 90 days of the date of booking, we will be on the hook for 50% of the cost. If it decreases within 60 days, we will be on the hook for 100% of the cost. Colin will find out what the minimum head count is for us to get the larger room and then book for this minimum head count number.

Colin booked the same cabin as last year - # 16 (a double cabin).

- **Volunteer for cabin**

Colin will first ask Bob and Patti. If there are no other volunteers, Carol (Stephen's wife) is happy to volunteer.

- **Emcee**

Colin will discuss with Michel. Andy is also happy to emcee if there is no one willing to do this.

- **Award Presenters**

No update yet. Colin will see if he can find a volunteer to pick up Dan, Rita, and Harold on their way to brunch at Harrison.

Roger Street Award – committee members need to be selected.

Mike Croy (last year's recipient) is happy to be involved. Ryan and Eric also volunteered.

Pins – ordered?

Karen had talked about ordering before Christmas. Ali had already prepared the design. Mike reported that there were pins for the New Year's Populaire – with a 1 week turnaround time. Thanks to Karen and Flagg.

Gary will contact Karen to confirm.

Equipment – folding signs

Stephen is close to getting a physical sample in hand. He is planning on bringing it to the Spring Social for now to get feedback. There is a small possibility that he may be able to get it in the hands of an executive member in time for the February executive meeting.

Website

Andy noted there are three largely used content management systems – WordPress, Joomla and Drupal. Drupal is complicated and is suited for high-traffic websites and requires lots of manpower to support it. Andy contacted someone he knows who does development with WordPress. His contact has not provided any quotes, but he is currently looking at the website. Andy has inquired how much it would cost to build a framework that would allow volunteers of the club to easily share the workload of managing the website. Andy suggested that the highest priority is access control so that volunteers can easily add content. There would need to be a moderator to ensure that standards are conformed to. The next highest priority is automation – for example for results pages. Currently, results pages are manually built. Andy foresees a mechanism where results pages could be automatically generated from the database. Search Engine Optimization (SEO) was the next item on Andy's list. Currently, if you type 'Randonneur' into Google, the BC Randonneurs website is the 2nd, 3rd and 4th hit. Ensuring that we maintain this is important. Data migration was discussed next. There is lots of content on the old website and we do not want to lose it in our migration to a new website. Social integration was the last item on the list. This involves things like using hashtags for #bcrandonneur or signing in with a facebook account.

Andy also presented his thoughts on the types of content required for the new website.

Content Types

- Articles
 - Ryan suggested this should be split into two types of articles: temporal articles (like ride reports) and permanent articles (like constitution, rules)
- Calendar
 - list view by region
 - calendar view by region
 - links to ride page (an article)
 - link to RandoPony
- Ride Results
 - should be auto-generated from the database.
- Routes
 - currently, there is no standard format for routes – they exist in a variety of formats including excel and pdf.
- Exec Minutes
 - document library of pdf.
- Photos

One major concern that was raised by Ryan and Eric was whether urls can remain unchanged between the current and new websites. A lot of the web site traffic that we currently receive is via links from other websites to our website. Drupal and Wordpress both support this.

The executive are satisfied with our current website hosting provider. There was one recent downtime of the website, but as Andy put it, this is the only downtime he has seen.

A question that was raised by Gary is how do we go about getting the framework developed? Andy suggested a Request For Proposal (RFP) needs to be written. Andy to write an RFP for review by the executive before it is sent out to potential developers.

Stephen noted that we should include making the website compatible with tablets and mobile phones on the RFP.

Review Action Items

The action items were reviewed. See Action Items section below.

Other Business

Equipment Manager

- Gary to confirm with Jeff if he can continue his role as Equipment Manager.

The meeting was adjourned at 8:28 pm.

Next meeting will be February 11 2014 at 7pm on at the MEC head office, 149 West 4th Avenue, Vancouver.

Action Items:

New Items:

1. Colin to find out what the minimum head count is for us to get the larger room for brunch at Harrison for the Fleche, and then book for this minimum head count number.
2. Colin to ask if Bob and Patti can volunteer at the cabin for the Fleche.
3. Colin to ask if Michel can emcee the brunch for the Fleche.
4. Colin to see if he can find a volunteer to pick up Dan, Rita, and Harold on their way to brunch at Harrison for the Fleche.
5. Gary to contact the organizer for the August 1000 to see if it is possible to route the finish closer to a train station.
6. Gary to contact Karen to confirm if the pins have been ordered for this year.
7. Roger Street Award – Mike, Ryan, and Eric to meet and choose a recipient.
8. Andy to draft a Request for Proposal for designing a framework for the website.

On-going Items:

1. Andy and Keith to find out how much it would cost to outsource the work to create a framework for the website.
2. Gary to contact the Roaming 3x200 and Canada Day Populaire organizers to discuss the possibility of allowing Canada Day Populaire volunteers to pre-ride the Roaming 3x200.
3. Gary to ask Jeff if he is willing and able to continue as Equipment Manager for next year.
4. Andy to contact member who sent emails to the executive to discuss an effective means for resolving the matter at hand.
5. Andy to start working on material for helping to educate members on insurance coverage, waivers and liability.
6. Mike Croy and Gary Baker to review the constitution and roles.
7. Ryan to setup an Excel spreadsheet for organizers to enter event results.
8. Bob Goodison and Ryan G. to update the BCR brochure.
9. Stephen Hinde to investigate some sandwich board signs that he has seen, or possibly a rollup sign from London Drugs. If either (or both) of these look good, Stephen will have a sample made with the new logo.

Completed Items:

1. Andy to propose modifications to the submitter of the crest Rambling Randonneur pin design.
2. Ryan to contact CCN to discuss running a test with the new platform in preparation for membership renewals.

Appendix

2013-2014 Committee

	Position:
Andy Reimer	President
Stephen Hinde	Vice-President
Ryan Golbeck	Past President, Database Projects
Darren MacLachlan	Treasurer
Sylvia Lee	Secretary
Bob Goodison	Southern Interior Route Coordinator
Gary Baker	LM Route Co-Coordinator
Chris Cullum	LM Route Co-Coordinator
Mike Croy	VI Route Coordinator

Deirdre Arscott	Member at Large
Chris Cullum	Member at Large
Eric Fergusson	Member at Large
Keith Nichol	Member at Large
Ed Person	Member at Large
Jim Runkel	Member at Large

Some of our many volunteers

	Position:
Tracy Barill	Permanents Co-Coordinator, Ride Organizer
Luis Berhardt	Ride Organizer
Richard Blair	Ride Organizer
Bob Boonstra	Ride Organizer
Kevin Bruce	Ride Organizer
Barry Chase	Ride Organizer
Brynnne Croy	Ride Organizer
Will Danicek	Ride Organizer
Rick Den Braber	Ride Organizer
Colin Fingler	Fleche Coordinator
Graham Fishlock	Ride Organizer
Keith Fletcher	Ride Organizer
Keith Fraser	Ride Organizer
Mark Ford	Ride Organizer
Doug Fox	Ride Organizer
Carol Hinde	Ride Organizer
Ali Holt	Canada Day Populaire, Co-Coordinator
Roger Holt	Canada Day Populaire, Co-Coordinator
Mikael Jansson	Ride Organizer
Bob Koen	Permanents Co-Coordinator, Ride Organizer
Wim Kok	Peace District, Route Coordinator, Ride Org
Manfred Kuchenmuller	Ride Organizer
Danelle Laidlaw	Pacific Populaire Organizer, Clothing
Doug Latornell	Rando Pony
Phillip Lennox	Ride Organizer
Cheryl Lynch	Data Manager, ACP Rep, Ride Organizer
Dave MacMurchie	Ride Organizer
Alard Malek	Ride Organizer
Steve Mahovlic	Ride Organizer
John Mcgillivray	Ride Organizer
Kristy Lee Mighton	Ride Organizer
Lorraine Nygaard	Ride Organizer
Keith Patterson	Ride Organizer
Karen Smith	Pins & Medal Coordinator
Guido Van Duyn	Ride Organizer