



Board of Director Minutes
September 16, 2025, 6pm via Google Meet

Present: Christine Reid, Roxanne St-Pierre, Todd Hansen, Scott Suffolk, Martin Farnham, Matthew Cooperwilliams, Erin Tolfo, Kristen Anderson, Steph Roorda

Regrets: Charles Russell

Submitted by Roxanne St-Pierre

1. Meeting Open

- No new conflict of interest disclosures were made.
- The minutes from the May and July meetings were approved.
- These have been sent to Jerrick for publishing on the website.
- An Addition of Departure Communication was made to the meeting agenda.

2. Executive Director (ED) Report

- Staff are reviewing feedback from the 2025 season and incorporating it into planning and actions for the 2026 season.
- A tentative race calendar has been developed and will be shared with disciplines for feedback.
- All of our Policies will be reviewed before December 1.
- Website review is underway; user journey mapping will guide future updates and improvements.
- Discussion held regarding the membership fee range, ensuring alignment with the Strategic Plan, including an Early Bird option.
- The ED provided a financial update: the organization remains on track for a balanced budget and has begun formulating the 2026 budget.
- The Sponsorship and Donation Strategy is moving into the implementation phase.

- Awaiting results from the BC Gaming grant application.
 - A Club Insurance Information Session is planned for September 17 (evening); 20 participants have RSVP'd.
 - On September 23, Christine will meet with an insurance broker to discuss insurance options in person.
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3. Membership Fees Discussion

- The Board discussed membership fee options for 2026, focusing on alignment with the Strategic Plan, 2026 budget, anticipated insurance increases, and Cycling Canada fees.
 - The Board voted to approve an \$8 increase to the membership fee for the 2026 season.
 - The Early Bird membership option will depend on the organization's ability to implement the required processes in time.
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4. Mission and Vision

- The Board discussed and voted to adopt the new Mission and Vision statements.
 - **Final edits** to the Strategic Plan will be finalized in the coming weeks.
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5. Insurance

- Insurance matters were discussed earlier in the ED Report.
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6. Committee Updates

- Updates were received from all committees. HR committee report was done *in camera*.
- The committee structure for 2026 was reviewed and members for each committee were confirmed.

7. Departure Communication

- The Board discussed communication regarding Christine's departure.

8. Meeting Adjournment

- The meeting was adjourned at approximately 8:25 p.m.