



**Meeting Date: September 19, 2017**

Board Meeting	Meeting Location: 204 East Vine St	Meeting Time: 8:00 pm	End Time:
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These minutes were prepared by Brady Taylor and will be held as part of the permanent record of this organization unless amended in writing within seven (7) days.

**Attendance:**

Brian Gosewisch - Chair	Eric Bunde - Member at Large
Zach Brooks - Vice Chair	Brady Taylor - Secretary
Acacia Wytaske - Executive Director	Jessica Myer - Member at Large

Old Business	Discussion & Action	Tasks Req. By	Due Date	Status	Final
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Deb Nusbaum, Owner, Schedules Plus: POS System presentation	Presentation regarding a new POS System- Internet based software, for us/ volunteers to get data all we would need is internet. System would allow specific users ( Acacia or others) to view volunteer time for all users. Volunteers can be categorized by different volunteer types (lead volunteer, general volunteer, or earn a bike). Can integrate needed volunteer opportunities into our website. <b>Needed Items:</b> all in one touch screen computer, card scanner, receipt printer, cash drawer. <b>Cost:</b> \$1080/ year or 90/month- Fee would be \$360 pro rated for remainder of the year. Payment for the year is January 1st.	<b>Acacia</b> to find answers regarding our open items and to put a poll on Facebook and include the link to the website.	Ongoing	Complete	Ongoing
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Intro to Bike Camping	Rapidan Dam has open camp site on a first come first serve basis.	<b>Acacia-</b> Create Facebook event.	9/16/17	Complete	Closed
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Volunteer Manual	Manual has been uploaded to the website. Acacia reviews the manual with any prospective volunteers. Potential manual updates have been noted, but need further discussion.	N/A	N/A	N/A	N/a
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Shop Hours and Volunteering	Topic tabled to be discussed at the next meeting	<b>N/A</b>	N/A	N/A	N/a
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New Business	Discussion & Action				
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Board Member Responsibilities	<b>Review:</b> of Executive Board Members ( Chair, Vice-Chair, Secretary, and Treasurer) and general discussion and of board roles as it is laid out in the " <i>Principles and Practices for Nonprofit Excellence</i> " governance section. Conversation around how to get to our goal(s), grow as a board and be held accountable by board members. <b>Motion:</b> New recurring meeting date and time scheduled the Second Monday of each Month First being October 9th at 8pm. Motion brought by Jessica Second by Brady, motion was passed. <b>Board Development Committee:</b> Jessica volunteered to be on the committee.	<b>Board put it in your calendar:</b> New recurring meeting date and time scheduled the Second Monday of each Month First being October 9th at 8pm <b>Zach:</b> to schedule BDC's first meeting. <b>Jessica:</b> to connect with John Zarn.	None	Ongoing	Closed
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Schedules Plus Software & Training	Contract was signed, however no money from the organization was used yet. Current KCB members are loaded into the system.	<b>Acacia:</b> Training session scheduled for Friday 9/22. <b>Acacia:</b> to send specifications to Jessica to assist in research.	Ongoing	Ongoing	Ongoing
Finance Report	<b>N/A</b>	<b>N/A</b>	N/A	N/A	N/A
Intro To Bike Camping- <b>Recap</b>	Event went well. Good weather, fun was had by all!	<b>N/A</b>	N/A	N/A	N/A
Monthly Maintenance Class	Classes have been discontinued for the remainder of 2017.	<b>N/A</b>	N/A	N/A	N/A
Friday Night Sunset Cruise	September 29th cruise plan to ride to 410 Project "Bike movie thing" meet at the shop at 6 leave at 6:15. Chilli-Willie Ride(s) start in October.	<b>Acacia:</b> to make Facebook event	9/29/17	Open	8/29/17
River ramble Cleanup	Eric, Jessica and Zach are signed up to sweep.	<b>Acacia</b> to send list to River Ramble	10/7/17	Open	10/7/17
Marketing Committee	Meeting to be scheduled	<b>Brain/ Acacia</b> to meet	Ongoing	Ongoing	Ongoing
Personnel Committee	Research personalization options for aprons or T-shirts Jessica and Acacia to discuss in more details	<b>Jessica</b> to review	Ongoing	Ongoing	Ongoing
Facilities Committee	Meeting was held August 23, 2017. Regarding shop layout and action items for the new shop. MSU organization wants to create a spoke card to advertise on campus. The MSU organization does need a date for the new shop.	<b>Brian:</b> to figure out a date	Ongoing	Ongoing	Ongoing
Board Resignation	Tim Benner has resigned his position as a member of the board.	<b>N/A</b>	N/A	Complete	Closed
<b>Next Meeting</b>	<b>When-</b> October 9, 2017 8pm at The Eagles				