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Minutes of the May 1, 2018 Meeting
of the
Board of Directors
of the
New York Cycle Club

Present were: Eden Weiss (President and VP Programs), Jerry Ross (VP Rides), Bob Gilbert (Treasurer and Special Events Coordinator), Gil Lavi (Content Editor), Myles Lewis (PR Director), Michael Gately (A Rides Coordinator), Michael Roth (B Rides Coordinator), Julie Blackburn (C Rides Coordinator), Gabby Warshawer (Volunteer Coordinator) and Peter Storey (Secretary).

Eden called the meeting to order at 6:32 PM.

1. Approval of April Minutes.

On motion duly made and seconded, the minutes of the regular April meeting and the April 17th Special Meeting were **approved**.

2. Treasurer's Report.

Bob reported that we have \$143,267.39 in all three accounts.

Our transition from our personal accounts to business accounts at TD Bank is essentially complete.

3. Cycling Community Relationships.

Myles is trying to put together meetings of our President with his counterparts at Bike New York and Transportation Alternatives. He would also like to do something with the Five Borough Bicycle Club. Eden is very supportive of these initiatives. This led to a discussion of whether and how to boost NYCC on the radio and of our media contacts.

4. ENY.

Gil noted that ENY had enrolled 213 registrants in the first 16 days that registration was open. Cash-wise, this translates to \$17,822 versus \$1,833 last year. 26% of our registrants (53 people) are new to ENY; if extrapolated through the event date, we'll have 300-400 new riders for the event.

5. C Rides.

Julie reported that the C Rides program is going well. C-STs reports a greater than 60%

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take-up of available slots. Jerry will assume responsibility for C Rides in Julie's absence.

6. ***Programs.***

There will be two meetings in May. The B-SIG graduation will be held on May 15th and will be sponsored by Gran Fondo New Jersey. The C-SIG graduation will be held on May 22nd and will be sponsored by Jamis Bicycles and Danny's Cycle, who will donate an aluminum Renegade Explore bike for the raffle. In addition, Danny's Cycle will offer all C-SIG graduates and C-SIG ride leaders 20% off of all new Jamis bikes for a limited time

The June meeting will feature John Wilcockson, the editor-in-chief of Peloton magazine, who will also sponsor the meeting. Further Club meetings have been planned through the end of the year and sponsors obtained.

7. ***Facebook Admin Rights.***

The Board resolved a dispute between the A-SIG coordinators and the Content Editor and Webmaster. The latter would like to have admin rights to all Club-related Facebook pages so as to be able to stream Club-related content to them. The A-SIG coordinators are reluctant to grant this access, noting that all of the members of the group already receive Club-related info through other channels as Club members, and citing a desire for their page to remain a self-contained group for the A-SIG participants and leaders. After discussion, and based on Michael Gately's assurances that Club-related content provided to the A-SIG page admins will in fact be posted, the Board decided that admin rights need not be granted to the Content Editor or Webmaster in this case.

8. ***Berkshires / Memorial Day.***

The Berkshires weekend is coming together nicely. The deadline for signing up for Saturday's dinner has been moved back from May 11th to May 18th.

There are difficulties, however, with train reservations on the Harlem line for that weekend. The possibility of using trains in and out of Poughkeepsie is being investigated.

9. ***Newcomers' Ride.***

Bob reported that the principal issue at this point is a lack of ride coordinators. We can use last year's routes, if need be, but we need A, B and C coordinators. Michael Roth agreed to take on responsibility for the B Rides.

10. ***Webmaster; Ticketing System.***

Eden announced that Jorge Negrin has agreed to return as Webmaster.

Bob reported on the new "ticketing" system for prioritizing necessary IT work. There will be a spreadsheet, to which each Board member will have access. Requests for IT work should be emailed to Jorge, who will enter them on the spreadsheet, and he and our IT

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consultant will evaluate and calendar each, based on criticality.

11. **Website; IT Budgets.**

Our new website design is coming together. Our current site will be replaced by a Wordpress site maintained by an outside company, except that the Ride Signup System, the Election System and the Incentive Points System that were developed in Drupal and are highly customized will remain outside for the time being. In effect, we will be using two websites, although the integration will be such that users will experience only one. In phase two, these systems will be folded into the Wordpress site.

Relatedly, the Board voted the following budgets for IT work for the remainder of the year:

New website: \$3,000;
Current website / ongoing maintenance: \$500 (max.)/Month;
Non-ENY promotional costs: \$250 /Month.

12. **Code of Conduct.**

Eden referred to a draft Code of Conduct that had been circulated to Board members a few days earlier. The proposed Code of Conduct would update (and replace) our current policy on harassment by making clear that bullying and abusive behavior of all kinds will not be tolerated within the Club.

On motion duly made and seconded, and after discussion, the Board **voted** to adopt the proposed Code of Conduct with slight changes. A copy of the Code of Conduct, as adopted, was ordered filed with the minutes.

The Meeting then adjourned.

Respectfully Submitted,

/s/ Peter K. Storey, Secretary

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CODE OF CONDUCT

The New York Cycle Club (“NYCC” or the “Club”) has adopted this Code of Conduct to promote an environment which fosters good sportsmanship, safe cycling, mutual respect and courtesy when participating in all Club activities and when representing the Club in any manner. The Club expects that all relationships among persons participating in Club activities will be respectful and free of harassment, discrimination or bullying. A violation of this Code of Conduct may result in disciplinary action up to and including the suspension or termination of your membership privileges.

INDIVIDUALS AND CONDUCT COVERED

This Code of Conduct applies to all members and guests participating in Club activities and it prohibits harassment, discrimination, bullying and retaliation, whether engaged in by members or by someone not directly connected to the Club (i.e. vendor or guest). Conduct prohibited by this policy is unacceptable. It applies to all members at all Club activities, including rides, trips, meetings, Club-related social events, when conducting any Club-related business or engaging in any Club-related communications using NYCC’s website and forums, Club emails, Facebook pages or similar sites or applications.

DEFINING PROHIBITED HARRASSMENT, DISCRIMINATION and BULLYING

Harassment, discrimination and bullying are often characterized by insulting, hurtful, vindictive, cruel or malicious behaviors which have the purpose or effect to create a hostile, intimidating or offensive Club environment. This prohibited conduct may be the result of deliberate intention or not. It is important to recognize that it is the impact of the behavior on others, not the intent, which determines whether or not harassment, discrimination or bullying has occurred. Depending upon the severity and impact of the behavior, a single significant incident may constitute prohibited conduct, if it is found to be sufficiently offensive, threatening or intimidating. To determine whether or not prohibited conduct has occurred, each situation must be examined reasonably and objectively, based on its specific facts.

Examples of conduct or comments which might constitute prohibited harassment, discrimination or bullying include:

- oral, written or physical threats and intimidation;
- insulting or derogatory remarks, gestures or actions;
- shouting, yelling, swearing and calling someone derogatory names;
- targeting an individual through persistent, unwarranted criticism, personal insults or public ridicule;
- vandalizing personal belongings;
- nonconsensual use or disclosure of a person’s private information;
- spreading malicious rumors;
- harassing, discriminatory or otherwise lewd or offensive written or verbal language, drawings, gestures or symbols that demean or show hostility or aversion towards an individual based on his or her race, religion, color, age, national origin, sex, sexual orientation, disability or similarly protected characteristic;

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· unwelcome intentional physical contact with another person; and unwelcome sexual advances or unwelcome sexually suggestive comments, remarks, notes, texts, emails, voicemails, etc.

MEMBER RESPONSIBILITY

Each member of NYCC has a responsibility to maintain a Club that is free from prohibited acts of harassment, discrimination and bullying. The Board will make every reasonable effort to establish and maintain a Club environment free of harassment, discrimination and bullying by establishing a fair and equitable protocol for responding to complaints and by taking appropriate corrective and/or disciplinary measures, where applicable.

Any member who believes that he or she has been subjected to any conduct prohibited by this Code of Conduct is asked to report the matter to a Club officer. We ask for your cooperation to support the implementation of this important Club policy.