



## Twin Cities Mountain Bike Patrol

### Board Meeting Minutes

January 24, 2019

Held 6-8PM at the Hopkins Center for the Arts

Attendees: Shad Holland, Scott Stammer, Jodi Stammer, Susan Micks, Dan Rochel, Steve Gerber, Dan McNulty

Shad has formally created the [Twin Cities Mountain Bike Patrol](#) (TCMBP), with himself as the President. Shad worked with Bruce Parker to create the organization's Articles of Incorporation and Bylaws, which Shad as President adopted. We are now an official 501(c)(3) non-profit charitable organization.

In the meeting Shad appointed four additional board members: Mara Larson as Treasurer and Scott Stammer as Secretary, as well as Jodi Stammer and Dan Rochel as board members without specific roles. A Vice President was not nominated. All board members will be elected annually in the future.

We briefly reviewed the bylaws, which along with the Articles of Incorporation will be made available to the board members and possibly the general public. Bruce Parker will continue to handle the legal documents. The organization's address will be Shad's home, as a PO Box was deemed not practical. No phone number will be publicly noted. Contact can be made via email or the website. For expenses  $\geq$  \$100, board approval is required. For expenses  $<$  \$100, the President and Treasurer need to approve.

One of the main initiatives is to grow the patrol group, so we can have better coverage at events and so members are not spread so thin. A formal partnership with [Team Ortho](#) has already been set up, thanks to Hans Erdman. **Shad will work with the [Loppet Foundation](#)** (City of Lakes Loppet and other events). Dr. Mark Bixby and Dr. Mike Broton are the Medical Directors for the Loppet, with whom we already have a great relationship, as well as the Executive Director John Munger. John has expressed interest in the Loppet starting their own patrol. We would like to partner with the Loppet and utilize their resources to grow our patrol to help support their events, rather than having two organizations with similar goals. **Shad will also work with [Minnesota Running Series](#) (7 events) and with Mike Randall for [Twin Cities in Motion](#)** (Twin Cities Marathon and other events) to set up similar partnerships for the main events we support. We will strongly suggest a donation for the patrol's support at their events, though this will always be optional.

A secondary initiative is to establish partnerships with local agencies and land managers so we can patrol trails, outside of events. Key partners include [Three Rivers Park District](#) (Elm Creek, Lake Rebecca, and others), [MORC/MOCA/Minneapolis Park Board](#) (Theodore Wirth), and [Dakota County](#) (Lebanon). MORC is and will continue to be a key partner to help build relationships with land managers. **Steve will work with Three Rivers and MORC.**

Trail Advocacy is another initiative of the TCMBP. More to be developed later as we get better established.

Shad tried to set up a bank account with Wings Credit Union, but they will not work with a charitable organization. **Shad will check with Mara (Treasurer) to see if she has a recommendation of a bank.** Team Ortho has a \$3,200 donation ready to transfer once we have an account set up.

**Shad will look into a [Google G Suite](#)** as a platform for email and collaboration. We want to set up a donation form on the website soon so people can donate to the patrol if they wish. Jodi suggested Strike, a payment processor, similar to PayPal, which waives their fee for one year or \$10,000, whichever comes first. **Shad will look into.**

What will a TCMBP membership require? At a minimum, we will require all patrollers to have current Basic First Aid and CPR. Wilderness First Aid is a plus but not required. A basic orientation, scope TBD, will also be required. This would include an overview of what a patroller should and should not do, bike handling skills, suggested first aid kit contents. IMBP (former NMBP) and Three Rivers Park District both have good orientation guides which may be referenced. **Dan will create a first draft of an orientation handbook for the board to review.**

Dan found an insurance agent that estimates liability insurance for our group to be \$1,000 per year. **Dan will look into further** now that we are an established nonprofit. To maintain proper coverage we will likely need to ensure all members have active basic first aid and CPR certification. The suggestion was made for each member to send a picture of their medical cert to the Secretary, who would keep a copy on file, and record this in a log. This log would need to be regularly maintained and active certifications verified. If a member's certification expires, maybe send a reminder? **Scott to look into.**

We want to have official TCMBP uniforms (bike jerseys), but different members have different preferences on fit and style. A graphic design will be standardized upon, but a variety of forms may be allowed. [Borah](#), [Twin Six](#), and [Hidden Bay](#) are all good sources. We may want to get a handful of race bib style adjustable uniforms that can be pulled over any outfit and lent to new patrollers. **Shad, Jodi, and Susan will discuss uniform options further.**

Shad has three patrol radios. Scott recommended buying [radio vests](#) like supplied by the Birkie for their events. We have discussed use a phone app to communicate within the patrol during events, as event radios are often unreliable, if they are provided at all. Jodi, Scott, and Shad have looked into various apps, but all have drawbacks and many charge fees. A walkie-talkie function may be the simplest and most beneficial, while another option is a mapping function to see/report each other's location. **Jodi and Shad will continue looking into apps.**

Dan suggested having a booth at the [Burnsville Fire Muster](#), held the weekend after Labor Day. This is a large event open to the public with a large presence of First Aid certified people. We can staff a booth to get our name out there and recruit new patrollers.

Board meetings are tentatively planned to be held quarterly, with special meetings held as needed. Additional discussion including voting may be done via email.



