



# Minnesota Cycling Federation

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## BI-MONTHLY MEETING Minutes

Monday, February 7 2011 (6:30 – 9:00pm)  
Angry Catfish Bicycle and Coffee Bar

4208 28th Ave. South  
Minneapolis, MN 55406

Pres: (Kevin Schaeffer), VP: (Christopher Smith), Sec: (TBD), Treasurer: (Terra James)

### ATTENDEES & INTRODUCTIONS (6:30 – 6:35)

#### A. MCF Clubs Represented:

- |                                    |   |
|------------------------------------|---|
| 1. Athlete's Under Construction () | 17. Minneapolis Bicycle Racing Club ()      |
| 2. Birchwood ()                    | 18. Minnesota Cycling Team ()               |
| 3. Category 6 Racing Squad ()      | 19. Minnesota Junior Cycling ()             |
| 4. Chippewa Valley Cycling Club () | 20. NSC Velo Club ()                        |
| 5. Excel Cycle Club ()             | 21. On-Support ()                           |
| 6. Flat City Cycling Club ()       | 22. Ramsey Cycling Club ()                  |
| 7. Gopher Wheelmen ()              | 23. Ridley Factory Team ()                  |
| 8. Grandstay Cycling Team ()       | 24. Shamrocks Racing ()                     |
| 9. Great Plains Cycling Club ()    | 25. Silver Cycling ()                       |
| 10. LGR ()                         | 26. SpeedFix ()                             |
| 11. GSCA ()                        | 27. St Paul Bicycle Racing Club ()          |
| 12. Kenwood CC ()                  | 28. Synergy ()                              |
| 13. HUP United ()                  | 29. The Chilkoote Velo Club ()              |
| 14. Loon State Cyclists ()         | 30. The Hub Cycling League()                |
| 15. Mid-Minnesota Cycling Club()   | 31. University of Minnesota Cycling Club () |
| 16. Milltown Cycles ()             | 32. Verve ()                                |

### APPROVAL of LAST MINUTES (6:30 – 6:35)

A.

### PRESIDENT'S REPORT (6:35 – 6:50)

A. State of the State

### TREASURER'S REPORT (6:50 – 6:55)

- A. Current balances: Checking, savings + Investments  
B. 2011 Budget

### TECHNICAL COMMISSION'S REPORT (6:55 – 7:00)

A.

### Old Business (7:00 - 9:00)

- A. Election for MCF Secretary
1. Megan Kelly
  2. Spencer Haugh
- B. Recommendation to change MCF executive board election cycle.
1. Following the recent practice, all 4 executive board positions are up for re-election, Dec-11 and then every two years after. (Dec-13, Dec-15, etc).
  2. Since the last mandated election in Dec-2009, we have experienced turnover in 3 out of the 4 positions due to resignations.
    - Treasurer replaced April-2010.
    - Vice-President replaced October-2010.
    - Secretary election Feb-2011
    - Current president will be re-signing before next scheduled election due to pending job relocation. Suggesting replacement President election in April-2011.

3. Makes organization sense to stagger the future elections to keep more continuity and experience in the board rather than the risk of replacing entire board in one election.
  - Recommend that the Secretary elected in Feb-2010 and President elected in Apr-2010 serve until Dec-2013
  - Recommend that recently elected VP and Treasurer serve until Dec-12.
  - Recommended election cycle as follows:
  - Secretary / President: Feb/Apr 2011, then in Dec-2013, Dec-2015, Dec-2017 etc.
  - Vice President / Treasurer: Dec-2012, Dec-2014, Dec-2016, etc.
- C. MN Rider of the Year
  1. Review 2011 ROY guidelines / requirements.
  2. 2011 ROY race selection
    - Road Race
    - Criteriums
    - Time Trials
- D. MN State Championship Jersey
  1. Rob Danneker, State Championship jersey proposal.

**NEW BUSINESS (8:00 - 9:00)**

- A. 2011 Cyclocross Schedule Kickoff
  1. Schedule Process
  2. 2011 CRY/Laser series.
- B. Miscellaneous

**ATTACHMENTS:**

**Jan-06 2011 Meeting Minutes**

## BI-MONTHLY MEETING Minutes

Monday, 10 January 2011 (6:30 – 9:00pm)

Urban Bean Coffee  
3255 Bryant Avenue South  
Minneapolis, MN 55408

(612) 824-6611

(Corner of Bryant Avenue South and West 33<sup>rd</sup> St in Minneapolis)

Pres: (Kevin Schaeffer), VP: (Christopher Smith), Sec: (-), Treasurer: (Terra James)

### ATTENDEES & INTRODUCTIONS (6:30 – 6:35)

#### A. MCF Clubs Represented:

1. Athlete's Under Construction ()
2. Birchwood (**Bill Kosfeld**)
3. Category 6 Racing Squad (**Drew Ruggles**)
4. Chippewa Valley Cycling Club ()
5. Excel Cycle Club ()
6. Flat City Cycling Club (**Josh Roeser**)
7. Gopher Wheelmen (**Matthew Sterling**)
8. Grandstay Cycling Team ()
9. Great Plains Cycling Club ()
10. LGR (**Terra B James, Spencer Haugh**)
11. GSCA ()
12. Kenwood CC ()
13. HUP United (**Chris Smith, Steve Rivers**)
14. Loon State Cyclists (**Mike Delaney**)
15. Mid-Minnesota Cycling Club()
16. Milltown Cycles ()
17. Minneapolis Bicycle Racing Club (**Kevin Schaeffer**)
18. Minnesota Cycling Team (**Kevin Lennon**)
19. Minnesota Junior Cycling ()
20. NSC Velo Club ()
21. On-Support ()
22. Ramsey Cycling Club ()
23. Ridley Factory Team ()
24. Shamrocks Racing (**Rob Danneker**)
25. Silver Cycling (**Russ Loucks, Jay Henderson**)
26. SpeedFix ()
27. St Paul Bicycle Racing Club ()
28. Synergy (**Matt Muyres, Linsey Hamilton, Tim Mulrooney**)
29. The Chilkoot Velo Club ()
30. The Hub Cycling League()
31. University of Minnesota Cycling Club ()
32. Verve ()

### TREASURER'S REPORT (6:30 – 6:40)

- A. Review of 2010 YTD Financial Statements:
  1. **Profit & Loss: Net Income (\$5,997)**
  2. **MCF Race Fee Tracking – All 2010 Fees Collected**
    - **Fees Waived (ROY/CRY/New Venue) \$3,923**
    - **Fees Collected \$4,267**
  3. **Paid out for ROY/CRY Service Provider (\$4,000)**

### RIDER OF THE YEAR (ROY) (6:40 – 9:00)

- 1) Class/categories – **Eliminate 40+ Women and 30+ 4/5 category – discussed, voted, approved.**
- 2) Process for selecting races:
  - a) It differs from year to year. Examples:
    - i) one year we rather few road races so we had to backfill with TTs.
    - ii) one year we wanted to include new races/venues so we added more of those.
    - iii) Another year we wanted to have a perfect mix of TTs, crits n RRs so we chose those.
  - b) Do we want a bid process much like state championships? If so, we need to derive process -- application forms and approval criteria and selection process.

1. Bidding process was chosen by unanimous decision.
2. Linsey Hamilton volunteered to assist Russ Loucks in ROY administration.
3. Linsey/Russ Loucks/Kevin Lennon will create application form with rules, templates for distribution prior to the February 7 MCF meeting.
4. Applications to be received by Feb-1, 2011
5. Selection will take place at February 7, 2011 meeting. (Angry Catfish Bicycle and Coffee Bar)
6. 3 Road Races, 3 Crits, 2 TT's for 2011

3) Race planning logistics -- race flyers n such. I tried to get flyers as soon as I thought reasonable, but with no recourse of sanctions, that was mostly without teeth. Anything we do must have sanctions for offending promoters (e.g., they agree to do something but don't follow through).

**No sanctions for offending promoters – YET. Other than they will have difficulty getting permission to put on a ROY event in the future. Linsey Hamilton has agreed to work with the promoters to have flyers available 60 days prior to their event. If the promoter does not have event permitted 60 days prior to event, the MCF reserves the right to remove the race from the 2011 ROY series.**

4) Race day logistics. Do we continue with a service provider? Put that out for bid? I don't remember what the contract was with Endurance. Seems to me it was for one year only.

**After discussion it was motioned and voted on and approved that the MCF would no longer waive MCF fees for ROY/CRY races, but would still provide \$500 to ROY/CRY races, based on them meeting all the criteria as spelled out in the official ROY race application.**

5) Race(s) format. OK? I would like to have a single field race exactly once per event (e.g., no men 3,4 and then men 4,5 races).

**Not approved, Linsey Hamilton will ensure that the promoters follow the rules as laid out by the MCF.**

**ATTACHMENTS: 2011\_MCF\_ROY\_Policies**

# Minnesota Cycling Federation

## *2011 Rider of the Year*

Dear Organizer,

Thank you for your interest in promoting a Minnesota Cycling Federation (MCF) Rider of the Year (ROY) event. Finishing well in the ROY series is a major goal for many Minnesota racers. It is important that ROY events are well organized and fully reflect the quality of racing in our state.

To be considered for a ROY event, please complete the following application and submit via e-mail to Linsey Hamilton ([hami0183@umn.edu](mailto:hami0183@umn.edu)). **Application deadline is FEBRUARY 1, 2011.** No exceptions.

ROY series race selection will occur at the February MCF meeting. For 2011, the MCF has voted to select eight races (3 criteriums, 3 road races, and 2 time trials). Selection considerations will include date, location, schedule, amenities, prior success in promoting an event, etc.

If your event is selected as a part of the 2011 ROY series, the MCF will provide support in the form of series advertisement and awards as well as selected registration and race equipment. In return, ROY promoters will be expected to comply with a list of standards. For more information, see the following **ROY Policies**.

Be aware that after selection, your race flyer will be due for approval **60 days prior to your event**. If your flyer is not submitted in a timely fashion, your race will lose its ROY designation for 2011. All ROY flyers must clearly designate 2011 ROY categories. To facilitate the design of a ROY approved flyer, the MCF will provide templates.

Please contact me with any questions regarding ROY policies and procedures.

Sincerely,

Linsey Hamilton  
ROY communications  
[hami0183@umn.edu](mailto:hami0183@umn.edu)

**Enclosed:**  
ROY Application  
ROY Policies  
Flyer Templates

# Minnesota Cycling Federation

## *2011 Rider of the Year*

### Application

**Application deadline: February 1, 2011**  
**hami0183@umn.edu**

**E-mail completed application to:**

Event Type:    Criterium        Road race        Time trial

Event Name: \_\_\_\_\_

    Date: \_\_\_\_\_

Location: \_\_\_\_\_

Race Organizer: \_\_\_\_\_

    Club: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-

mail: \_\_\_\_\_

Event

Website: \_\_\_\_\_

—  
\*Please attach **DRAFT of event flyer** showing categories, start times, distance, prize list, directions.

\*Please **attach copies of approval letters** from land owners, municipalities, police agencies that indicate the date and time you will be permitted to use the venue.

Describe **race organizer's previous experience**:

Describe the **registration, timing, and results system** proposed for your event:

Describe the **emergency medical plan** proposed for your event:

Describe the **race course** proposed for your event (include course map):

Describe **law enforcement** proposed for your event:

Describe **parking, restroom facilities, and other amenities** proposed for your event:

Describe **technical support** proposed for your event:

(ie: pit with mechanics, wheels in/wheels out, neutral support, wheel vans)

# Minnesota Cycling Federation

## *2011 Rider of the Year*

### Policies

**GOAL:** To establish an annual ranking system that will allow riders of all abilities to measure performance among a group of peers. It is important that ROY events are well organized and fully reflect the quality of racing in our state.

**SELECTION:** ROY series race selection will occur at the February MCF meeting. For 2011, the MCF has voted to select eight races (3 criteriums, 3 road races, and 2 time trials). Selection considerations will include date, location, schedule, amenities, prior success in promoting an event, etc.

**MCF SUPPORT:** To facilitate the professionalism in promotion of the ROY Series, the MCF will provide ROY race organizers the following benefits:

- ROY series advertising
- ROY series awards (distributed at MCF banquet in January)
  
- Registration equipment:
  - One (1) 10x10' pop-up tent
  - Three (3) 6' tables
  - Six (6) chairs
  - Three (3) lap top computers
  - One (1) printer
  - ROY signage
  - USA Cycling release forms
  - Pens
  - Administrative folders
  - Race numbers (2 sets of hip numbers)
  - One (1) box safety pins
  - One (1) first aid kit for registration
  - Chips timing (Endurance Promotions – Mike Delaney)
  
- Race equipment:
  - Course direction signage
  - Finish line signage
  - 1k signage
  - One(1) lap counter & bell
  - One (1) first aid kit for finish line

**PROMOTER REQUIREMENTS:** ROY race organizers must agree to adhere to the following minimum standards.

### **Pre Race**

#### **RACE FLYER**

-Your event flyer must be submitted for approval 60 days prior to your event. If your flyer deadline is not met, the MCF reserves the right to **withdraw the ROY designation** for your event for 2011.

-E-mail your race flyer to Linsey Hamilton: [hami0183@umn.edu](mailto:hami0183@umn.edu)

-If your submitted flyer requires changes to meet ROY standards, you will have two (2) business days to resubmit your flyer with revisions.

-Per USAC guidelines, flyer must include:

- Date of event
- Location
- Entry fee (\$30 recommended for ROY 2011. \$10 for Juniors)
- Categories
- Race distances
- Start times
- Registration closing times
- Prize lists (recommended minimums are on attached flyer templates)
- USAC event permit

-Required additional information: Series sponsor (if any) name/logo

-Recommended additional information: ROY logo/wording, course description, driving directions, parking info, etc.

-Flyer must clearly **designate the ROY points** awarded to which category in which race. ROY categories are described below. MCF flyer templates are provided to assist in designing an appropriate flyer.

### **Race Day**

- Pay series flat fee of \$500 (To Endurance Promotions – Mike Delaney)
- Host expo area for team tents
- Provide adequate porta-potties (minimum of 1 per 75 riders recommended)
- Install and display provided course and ROY series signage around course and at finish line
- Provide course marshals
- Provide announcer (criteriums only)
- Provide sponsor recognition announcements at awards and at appropriate times during event
- Hold awards ceremony

### **Post Race**

Within seven (7) days of event completion:

Send MCF Event Report and Payment to MCF Treasurer

For 2011: Promoters must pay the \$1/rider surcharge.

## **ROY CATEGORIES:**

Men 1/2 U15	Masters Men 35+	Women 1/2	Junior Boys U15	Junior Girls
Men 3 Men 4	Masters Men 50+	Women 3 Women 4	Junior Boys 15-18	Junior Girls 15-18

Category 5 is not part of the ROY series.

State Championship events are not a part of the ROY series.

Race organizers are offered some flexibility in the design of their particular race schedule. In some instances, categories may be combined. ROY categories may not be split. Riders may participate in multiple races on the schedule. However, ROY points will only be awarded as follows:

**Men:** 1/2's are awarded ROY points in the 1/2 race even if the cat 3 field is combined. Cat 3's are ineligible for points in a 1/2/3 race. Cat 3's must be awarded points in a race in which they are the highest ranking (best) category (example: 3/4 race or stand alone cat 3 race). Cat 4's are ineligible for points in a 3/4 race. Cat 4's must be awarded points in a stand alone race or when combined with Cat 5.

**Masters:** Masters 35+ and Masters 50+ must each be stand alone races.

**Women:** Recommend that W1/2 and W3 fields race together. W3 field will be scored separately from W1/2. W4 cannot be combined with W1/2/3 but can be combined with junior girls fields.

**Juniors:** Any or all junior fields can be combined. Juniors can race with W4.

## **SCORING:**

-For each ROY event, points will be awarded to the riders in every ROY category based on finishing order. See point break down on table below. Points from the highest scoring seven (7) of the eight (8) ROY events will count toward a rider's total. The racer with the highest accumulation of points at the end of the series will be designated the winner.

-The ROY competition is considered a series and all USAC rules apply. In the event of a tie, USAC rules for breaking a tie will be applied.

-First, second, and third place in each ROY category will be recognized at the MCF banquet (typically in January the following year). ROY series sponsors will provide prizes for the winners of each category.

## **Scoring and Multiple ROY Categories**

-Some riders may have the option of racing in more than one ROY category. Example: 36 year-old Category 3 male qualifies to race Men Category 3 and/or Masters 35+. Riders must specify at registration each event in which they intend to compete for ROY points.

-Points may NOT be transferred laterally (ie: Points acquired in a Men Cat 3 race do NOT count towards an individual's ROY point total for the Masters 35+ series).

## **Scoring and Upgrades**

-ROY points acquired while racing in one category do NOT carry over to another category after an upgrade. If upgrade occurs part way through the ROY series, a rider will start accumulating points in their new category from zero (0).

-Example: A category 4 scores a total of 185 points in the first two ROY races of the series. He then upgrades to category 3. Racing in the remainder of the ROY events as a 3, he earns 75 points. He will be listed in the final standings of the Category 4 competition with 185 points and in the final Category 3 standings with 75 points.

**ROY Points are awarded in each category as follows and do not change based on field size:**

1st – 100	2nd – 95	3rd – 90	4th – 85	5th – 80
6th – 77	7th – 74	8th – 71	9th – 68	10th – 65
11th – 62	12th – 59	13th – 56	14th – 53	15th – 50
16th – 48	17th – 46	18th – 44	19th – 42	20th – 40
21st – 38	22nd – 36	23rd – 34	24th – 32	25th – 30
26th – 29	27th – 28	28th – 27	29th – 26	30th – 25
31st – 24	32nd – 23	33rd – 22	34th – 21	35th – 20
36th – 19	37th – 18	38th – 17	39th – 16	40th – 15
41st – 14	42nd – 13	43rd – 12	44th – 11	45th – 10
46th – 9	47th – 8	48th – 7	49th – 6	50th – 5

# <Criterium Race Name>

<Race Date>

presented by

## <Race Sponsor>

### Part of the MCF Rider of the Year Series

Category	Reg closes	Fee	Start	Distance	Prizes
Jr Girls 10 - 14	8:45	\$10	9:00	30min	Top 3 – Medals
Jr Boys 10 – 14					Top 3 – Medals
Women 4	9:20	\$30	9:35	30min	\$35,\$30,\$25
Jr Girls 15-18		\$10			Top 3 Medals
Jr Boys 15-18	9:50	\$10	10:10	30min	Top 3 Medals
Masters 50+	10:30	\$30	10:45	45min	\$35,\$30,\$25
Men 5 (non-ROY)	11:20	\$30	11:35	30min	Top 3 - Medals
Men 4	12:30	\$30	12:45	30min	\$35,\$30,\$25
Women 1,2	1:00	\$30	1:20	45min	\$50,40,30
Women 3		\$30			\$35,\$30,\$25
Masters 35+	1:50	\$30	2:10	45min	\$35,\$30,\$25
Men 3	2:45	\$30	3:00	45min	\$50,\$40,\$30
Men 1,2	3:30	\$30	4:05	60min	\$50,\$40,\$30

#### Special thanks to ...

This event is held under USA Cycling event permit. All USAC rules apply.

Licenses: USCF licenses are required. A one day license can be obtained at registration for \$10. Men one day license holders may race in the men category 5 race. Women one day license holders may race in the women cat 4 race.

Course:

Location:

Registration:

Directions:

Parking:

Additional Info:

# <Road Race Name>

<Race Date>

presented by

## <Race Sponsor>

### Part of the MCF Rider of the Year Series

Category	Reg	Fee	Start	Distance	Prizes
Jr Girls 10 - 14	7:30 – 8:30	\$10	9:00	20mi	Top 3 – Medals
Jr Boys 10 – 14					Top 3 – Medals
Men 1,2	7:30 – 8:30	\$30	9:15	80mi	\$50,\$40,\$30
Men 3	7:30 – 8:30	\$30	9:20	80mi	\$50,\$40,\$30
Masters 35+	7:30 – 8:30	\$30	9:25	60mi	\$35,\$30,\$25
Women 4	7:30 – 8:30	\$30	9:30	40mi	\$35,\$30,\$25
Jr Girls 15-18		\$10			Top 3 Medals
Jr Boys 15-18	7:30 – 8:30	\$10	9:35	40mi	Top 3 Medals
Men 4	11-12:30	\$30	1:30	50mi	\$35,\$30,\$25
Masters 50+	11-12:30	\$30	1:35	60mi	\$35,\$30,\$25
Women 1,2	11-12:30	\$30	1:40	60mi	\$50,40,30
Women 3		\$30			\$35,\$30,\$25
Men 5 (non-ROY)	11-12:30	\$30	1:50	40mi	Top 3 - Medals

#### Special thanks to...

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Women one day license holders may race in the women cat 4 race.

Course:

Location:

Registration:

Directions:

Parking:

Additional Info: