



VERMONT MOUNTAIN BIKE ASSOC.  
SINCE  1997

## COMMUNITY DECISION MAKING

Summer 2019

As mountain biking evolves and chapters grow in sophistication, the need for effective communication has never been at a higher premium. To help improve communication between the office and chapters, this document is meant to establish a baseline process for communication through three primary channels:

1. From the office to chapters
2. Between chapters
3. From chapters to the office

The office recognizes that this process will be iterative and evolve based on needs, preferences and styles.

Employing a CDM will serve multiple purposes:

1. Increase overall transparency through every channel
2. Incorporate more voices into decision making – this will require a lot of patience
3. Develop more social capital for everyone – everyone will have all of the content and can speak more knowledgably about decisions that are made
4. Help ensure that the most representative decisions are being made
5. Build a stronger community

Does a decision directly impact the office or other chapters? If so, use the CDM. It is anticipated that most CDMs will be used by the office.

Situations that may benefit from using the CDM include:

The Office:

- Member price changes
- Making shifts to the sponsorship platform
- Making changes to the membership process online

Chapters:

- Seeking sponsorship transparency across the association
- Seeking united resource sharing

- Developing new programming/events that impacts other chapters
- Shifting and/or formalizing chapter to chapter events

### **The Process**

When a program is conceived that may impact the office or other chapters, a CDM is engaged.

The author (chapter or office) will need to share a little about their idea:

1. Is it a one-time event or ongoing program? Please briefly explain the impact the new “project” may have on stakeholders
2. Stakeholder list (anyone negatively or positively impacted by the project). This could include adjacent landowners, other trail organizations, sponsors, members, etc.
3. Anticipated important dates or deadlines to help keep processes moving and give enough time for community involvement
4. Send info to the office and associated chapter(s)
5. Chapters/VMBA has 30 days to respond, which can lead to projects being cycled back to the originator for revision/discussion in a timely manner

If project impacts multiple chapters it will be moved to the advisory council for discussion.

VMBA will receive the CDM and be in touch to learn the next best steps from the originator’s perspective. **It is anticipated that CDMs coming from chapters have the full support of that chapter’s board of directors.**

The hope is that everyone is inspired to share their best ideas, get feedback and steward an ongoing conversation fueled by constant improvement.

It is important to send feedback within 30 days. Doing so is key to timely planning and changes.

The office will send notification of new program/changes through a direct email to chapter presidents/directors and in a chapter letter. Once sent, we’ll all have 30 days to provide feedback to each other.

# New Concept/Program

