

## Executive Board Meeting Minutes

January 23, 2017

Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Chip Kyle, Ann Morrow, Jeremy Wilson, Joan Cullen, Patrick Cecil, Bill Hamilton, Corey Eng, Chuck Dorr, Kimberly Morehead, Benn Schonman, Alan Coppola, and Brian Hammer.

President Chip Kyle called the meeting to order at 6:30 pm at Legacy Emanuel Hospital.

Seating of Visitors: Chip welcomed Brian Hammer to participate in tonight's meeting. Alan Coppola would also be welcomed to participate when he arrived.

Review of Tonight's Agenda: Chip asked if there were any additional topics to be discussed tonight. Benn asked for a few moments for an update of the upcoming Banquet. The group accepted the agenda with the addition.

A MOTION to approve the December Executive Board minutes as distributed was made by Ann Morrow and seconded by Kimberly Morehead. The motion passed unanimously.

### TREASURER'S REPORT

New Club Treasurer Jeremy Wilson had met with outgoing Treasurer Larry Lewis and was in the process of familiarizing himself with the Club's bookkeeping system. He anticipated he would be fully operational within the next week. The on-line credit card information had been updated. A process to review reimbursement requests would be worked out between him and Chip. Reimbursement requests can still be submitted on-line. He did ask if someone else could take over duties for Mail Chimp and reviewing the insurance coverage. Alan Coppola volunteered to monitor Mail Chimp issues.

### BOARD MEMBERS REPORTS

President Chip Kyle reminded Board members their signed membership waivers should be returned to Lori as soon as possible. Chip passed out the 2017 Board Member Contact List and Membership Directory. Board members were asked to circulate at the Banquet and welcome attendees.

V-P Ann Morrow reminded everyone there would be followup discussion at February's Board Meeting regarding identifying the 3<sup>rd</sup> party entity who would review the Club's bank account activities.

In Membership Secretary Lori Buffington's absence, Chip reported as of Dec. 30, the Club had 423 memberships and 573 riders. We are down 3 memberships and 6 riders from Nov. 16, 2016. On a good note, 2017 already has 3 new memberships. The trifold brochure, when ready, would replace the shop flyers in the upcoming months.

Recording Secretary Joan Cullen reported she would be constructing the 2017 Equipment Use list soon. On a recent visit to the Clackamas Bike Gallery, they inquired if current shop flyers were forthcoming. She explained the trifold brochure would be coming out soon to replace the flyers.

Road Captain #1 Bill Hamilton commented he was looking forward to the new calendar and streamlining the entry system process.

Road Captain #2 Patrick Cecil reported due to illness he had not been riding. Patrick noted Bill Hamilton, as our new Road Captain had been training on loading the February ride. The Sundays continue to be lightly scheduled.

Member-at-Large Chuck Dorr did not have anything to report at this time.

Member-at-Large Corey Eng hoped to have both the Pioneer and STP volunteer sign ups available on Banquet night. Sign up on-line via Sign Up Genius would be available very soon.

Member-at-Large Kimberly Morehead was still recovering from ankle surgery, but had graduated to a walking boot, and anticipated returning to cycling in the near future!

Member-at-Large Benn Schonman was happy to report, in spite of the weather, he did his first Club ride last Saturday.

#### COMMITTEE REPORTS:

Quick Release: QR Editor Kimberly Morehead did not have anything to report at this time.

#### CONTINUING/UNFINISHED BUSINESS

Website Development Update: Alan Coppola gave an update of the project status. Problems found last week had been fixed. Data needed to be synced before beta testing could begin. Alan would send a link to Board members when beta testing is ready. At that point, Board members would be assigned tasks to try out on the new site and asked to provide feedback to Alan or Cindy. All feedback would be reviewed and then forwarded to Robert at Yamiko. The next payment (estimated \$8,000) for the project would be due when data is synced. The last step would be to finish and release. The cost for maintaining the site was not available.

Other Business: No additional unfinished business was brought before the Board at this time.

#### NEW BUSINESS

2017 Pioneer Century: Brian Hammer, Event Coordinator, reviewed the proposed ride fee schedule. Discussion ensued regarding emphasizing discounts for early registration and approved cycling groups. No day-of-ride discounts would be extended. FYI discussion took place regarding cost of EventBrite (used with on-line preregistration) vs. Square (day of credit card usage) service charges. Brian also presented the Board with a proposed summary of expenses for the event.

Pioneer Century Jerseys: Brian passed around two different event jersey designs. He was still in open discussion with VoMax and Primal to finalize designs and select the vendor. Straw poll of attendees' preference of the designs found an even split, 4/4 with 2 abstentions. Attendees weighed in with modification suggestions to both designs. Brian would continue negotiations with the vendors but a final decision is on the horizon.

STP Contract Letter: Ann Morrow and Corey Eng, STP Event Co-Coordination, opened discussion regarding their letter to Cascade requesting an increase to our compensation for staffing the STP Finish Line. A very thoughtful discussion ensued. Suggestions were made for wording changes, possibly negotiating for a multi-year contract with graduated compensation increases, and how to open and proceed with negotiations with Cascade.

Reach the Beach Training Rides: Ann reported briefly on the revamping of the series: The scope of rides offered were being broadened; participants were being encouraged to become PWTC members; and, route maps were being redone, maps, where needed, marked for clarity, and additional short cuts added to help riders wishing to ride shorter distances.

2016 Awards Banquet: Benn Schonman, Event Coordinator, reported there were 104 attendees registered, which was down from last year.

Portland Timbers/Thorns: Chip was continuing to gather additional information to see how the Timbers/Thorns thought we could fit into their plans for a 'bike to the game' night next summer (refer to email from Chip dated 1/13/17). The event was still in the early planning stages. Chip will continue to followup.

Mileage Policy Discussion: Due to time constraints, the topic was tabled until next month.

President Chip Kyle adjourned the meeting at 8:55 pm.