

Executive Board Meeting Minutes

June 26, 2017

Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Chip Kyle, Lori Buffington, Jeremy Wilson, Joan Cullen, Patrick Cecil, Bill Hamilton, Corey Eng, Chuck Dorr, Kimberly Morehead, Benn Schonman, Dave Ek, Brian Hammer, Eric Hendricks, Pat McManus and Dick Webber.

President Chip Kyle called the meeting to order at 6:31 pm at Legacy Emanuel Hospital.

Seating of Visitors: Chip welcomed Brian Hammer, Eric Hendricks, Pat McManus and Dick Weber to participate at tonight's meeting.

A MOTION to approve the May Executive Board minutes as distributed was made by Kimberly Morehead and seconded by Bill Hamilton. The motion passed unanimously with one abstention.

TREASURER'S REPORT

Treasurer Jeremy Wilson presented the current balance and totals of the Club's accounts. Compared to the past 3 years, accounts are approximately down \$8,000. Estimated \$1,000 in receipts was still being held in the EventBrite on-line account. There are still expenses from the Pioneer Century waiting to be received and paid.

BOARD MEMBERS REPORTS

President Chip Kyle reviewed additions to tonight's agenda. Due to a very full agenda, members were asked to keep their reports as concise as possible. Chip reported the Club avoided being victim to a clever email scam requesting the treasurer to authorize a wire transfer of a considerable amount of money. Chip and Jeremy compared notes and, after did a bit of detective work; they reported the scam to US Bank. It was recommended the incident also be reported to the Portland Police. Brian Link from VeloFix is scheduled as the program for the July Club Meeting. Patrick volunteered to lead the Picnic's Family Ride. The picnic will again be at Columbia Park but in a different picnic area (Area D).

Membership Secretary Lori Buffington reported 422 memberships and 580 family members (previously listed as 'riders'). Members were down 4 from May 2017. The Club had gained 64 new riders since January 1 but lost 63 members (totaling 80 riders) from this same time last year. A notification regarding changes in permit fees was received from the Portland Bureau of Transportation and was passed on to the STP Coordinator.

Recording Secretary Joan Cullen reported the Club brochures had been mailed out to bike shops. She had additional brochures available for distribution if anyone needed extra copies.

Road Captain #1 Bill Hamilton did not have anything to report at this time.

Road Captain #2 Patrick Cecil reported the July calendar looked very good. By popular request, posted Ride Leader bios on the ride write ups would only list phone numbers and email addresses would no longer be listed. There was a concern that the number of rides scheduled on Saturdays might be too many. This topic would be held over for further discussion at the July Board Meeting. Patrick had volunteered to take over duties to monitor the Club's Information Hotline. The hotline's phone provider service had been transferred over to Ooma, and Patrick found their program's functionality a big improvement over the old answering machine system. The Board concurred that Ooma's \$10/month premium plan, which allows remote computer access and other access conveniences, was definitely an improvement over the old AT&T plan.

Member-at-Large Chuck Dorr reported good attendance at the Slow Poke rides. He thanked the Board for the chance to serve on the Board and congratulated Pat McManus and Eric Hendricks on their recent election to the Board.

Member-at-Large Corey Eng reported on today's west side ride cycling accident. The rider fell due to a punctured front tire but, reportedly, only suffered abrasions on her arm and leg. Flowers will be sent along with wishes for a quick recovery.

Member-at-Large Kimberly Morehead did not have anything to report at this time.

Member-at-Large Benn Schonman also thanked the Board for allowing him to serve as Member-at-Large for the past year.

COMMITTEE REPORTS:

2017 Sunday Parkways: Pat McManus reported there seemed to be good attendance despite the extremely hot weather. She worked at the Portland Bike Task Force booth and encouraged those present to volunteer for that organization. The Club plans to have a booth at the upcoming July Parkways event.

2017 Pioneer Century Recap: Brian Hammer, Event Coordinator, reported things were winding down. There was still about \$5,793 of outstanding expenses to be covered. He asked the Board to weigh in on recommended donation amounts to the Pacific Bell Ringers and Sorority Sisters for staffing some of the rest stops, as well as amounts to the Elliott Prairie School, Elliott Prairie Church and the Molalla Fire Department for use of their property. The Board concurred the amounts Brian listed for those donations seemed very appropriate. A post-event meeting had been held. Among other things, issues of cost to provide the catered lunch and whether to offer an event jersey in the future were discussed. Lori reported the final count of paid riders was 458. There was not a final count for purchased lunches but 156 had been pre-purchased. Because we were contracted with the caterer for a minimum amount (which we did not meet), the Club lost money on the lunches. Participants gave positive feedback regarding the excellent food at the rest stops and the eco-friendly port-o-potties. Both Brian and Corey Eng agreed to return as Event Coordinator and Volunteer Coordinator, respectively, in 2018!

2017 STP: In Ann Morrow's absence, Chip reported the permitting was done and fencing ordered. Corey, Event Volunteer Coordinator, reported volunteers for 29 positions were still needed, mostly importantly a Saturday Return Transportation Lead. There would be a July email blast asking for volunteers and providing a link to PWTC's STP SignUp Genius page. Anyone volunteering needs to go through PWTC's website to be directed to the proper SignUp Genius link.

CONTINUING/UNFINISHED BUSINESS

Club Picnic, Aug. 13: Benn reported the planning is going well. Deposit to the caterers has been made. Ride Leaders have been recruited. Route maps have been printed. An article in the July QR would have instructions on registering for the event. The door prize budget has been set at \$600. Ann and Kathleen Hellem have volunteered to do the prize purchasing at the Bike Gallery. There is a very good chance an excess of Pioneer and/or STP t-shirts and jerseys would be given away at the event.

Portland Thorns Ride-to-the Game Event: While trying to buy tickets on-line, a member found a glitch regarding inconsistent game dates on the website. Chip reported the problem has been corrected.

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

NEW BUSINESS

Home Miles Mileage Credit Policy: As follow up from an objection to the recently passed policy requiring 'home miles' be ridden on the 'same day' as the scheduled ride, discussion was opened by Chip to review pros and cons related to the recently adopted policy. Dick Weber was present to weigh in on the subject and two emailed opinions from members had been submitted to the Board also asking to rescind the 'same day' restriction as stated in the policy. A 40-minute open discussion presented both pros and cons of the policy. At this time the policy remains as worded. Riders wishing to ride from home starting day(s) prior to the scheduled out-of-area ride could have the Road Committee list the ride as a scheduled ride and add it to the calendar. Because of the controversy, Chip asked Corey to

provide the Board with a reworded policy, which would then be presented for further discussion at a Club Meeting to garner additional members' input. The Board would review member comments at the July Board Meeting and at that time decide on further action.

E-bikes: Insurance Coverage: Chip had checked with LAB regarding our insurance coverage as it pertains to e-bikes. LAB considers an electric assist bike to be a low-speed (less than 20 mph) bicycle that is only operational when pedaled. Our current insurance would cover riders using e-bikes.

2018 Dues Review: Per the Constitution, the cost charged for annual dues is to be reviewed at the June Board Meeting. The current fee schedule is \$25 for 1-year family rate and \$45 for 2-year family rate. There is no difference for new or renewal memberships. Consensus was to table the topic until additional research and comparison regarding amounts other clubs charged could be gathered and review if our present dues structure allows us to cover our operating expenses.

Columbia Gorge Explorer: Chip had received an email from Dave McQuery, CGE Ride Leader, with concerns regarding the financing and organization of the multi-day tour. Although the event historically has been shared with Vancouver Bicycle Club (VBC), it did not sell out this year, and almost 78% of the participants were from PWTC. One of the PWTC co-organizers (Bob Wong) had independently fronted money for campground reservations and other trip expenses with the assumption the two Clubs and profits from the participant fees would cover his outlay of cash. To date, PWTC had reimbursed Bob Wong our half of his cost. Records showed PWTC had \$182 left over from the 2016 trip. Reportedly, Bob is still awaiting reimbursement from VBC.

Discussion ensued regarding the history of the CGE co-organized tour with VBC and Dave's recommendations for future organization and structure to the finance future tours. One recommendation was for campground reservation fees to be paid directly by PWTC rather than a member fronting money to cover costs and later requesting reimbursement. A MOTION was made by Chip Kyle authorizing PWTC to reimburse Bob Wong the additional \$224 using the \$182 'seed money' from 2016, resulting in a loss to PWTC of \$24 for the event. Approval was requested for the tour to be reorganized and run by PWTC next year. Any monies expended to run the tour event should go through PWTC directly. Dave McQuery was recommended to act as Ride Leader for the ride. Corey Eng seconded the motion. The motion passed with 6 yays and 2 nays.

Website Maintenance Contract: Chip recommended the issue be tabled until July. Due to health issues on PWTC's side, the meeting with Robert Parker of Kodama, LLC, had to be cancelled and was not yet rescheduled. Currently, without a maintenance contract, any support Robert gives to the website is being billed at a time and material rate. Alan Coppola and Cindy Bernert-Coppola, Webmasters, are monitoring work needed and reviewing invoices being submitted by Robert. Chip and Bill Hamilton will follow up with Robert Parker.

Other Business:

Thank Yous: Chip thanked both Chuck Dorr and Benn Schonman for serving and contributing as Members-at-Large for the past year.

Lori Buffington announced she would not be at the July Club Meeting. She would forward membership stats to Chip.

President Chip Kyle adjourned the meeting at 8:36 pm.