

## Executive Board Meeting Minutes

May 22, 2017

Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Ann Morrow, Lori Buffington, Jeremy Wilson, Joan Cullen, Patrick Cecil, Bill Hamilton, Corey Eng, Chuck Dorr, Kimberly Morehead, Benn Schonman, Brian Hammer, Mark Hartel, Cindy Bernert-Coppola and Alan Coppola.

Vice-president Ann Morrow called the meeting to order at 6:29 pm at Legacy Emanuel Hospital.

Seating of Visitors: Ann welcomed Brian Hammer, Mark Hartel, Cindy Bernert-Coppola, and Alan Coppola to participate at tonight's meeting.

A MOTION to approve the April Executive Board minutes as distributed was made by Patrick Cecil and seconded by Lori Buffington. The motion passed unanimously.

### TREASURER'S REPORT

Treasurer Jeremy Wilson presented the current balance and totals of the Club's accounts. Accounts are approximately down \$2,000 as compared to the same time period last year. Approximately \$8,900 had been transferred to the Pioneer Century account to cover expected expenses for the upcoming event. There was approximately \$1,000 in receipts still pending from EventBrite for on-line registrations and event purchases.

### BOARD MEMBERS REPORTS

V-P Ann Morrow did not give a report at this time.

Membership Secretary Lori Buffington reported 423 memberships and 576 family members (previously listed as 'riders'). Members were up 4 from April 2017, but down 5 members from April 2016. Thank you cards had been received from Community Cycling Center for providing volunteers at the Holiday Bike Drive wrenching nights and our end-of-year cash donation. The new Club brochures were done and samples were passed around. The brochures will be mailed to bike shops and distributed at Sunday Parkways. Apparently the issue of whether the Club's Info line is fully operational had not been resolved.

Recording Secretary Joan Cullen reported today's Monday Morning Meander had an impromptu theme encouraging riders to bring out either their vintage or prettiest bike. There was a good showing with lots of cycling 'eye candy.'

Road Captain #1 Bill Hamilton reported the calendar for June had filled nicely and Sundays are drawing multiple rides. Bill again voiced his pleasure with functionality of the new site's calendar. The STP Friday bus was about 30% booked with approximately 5% of the bookings received via snail mail.

Road Captain #2 Patrick Cecil reported the warmer, drier weather had encouraged better ride attendance. Currently he was working on filling the weekday ride schedule and Bill was focusing on the weekend rides. He handed off the hard drive of maps to Mark Hartel.

Member-at-Large Chuck Dorr reported 15 participants on last Saturday's Slow Poke ride, which in contrast to the previous rainy Saturday only drew 2 participants.

Member-at-Large Corey Eng did not have anything to report at this time.

Member-at-Large Kimberly Morehead reported seeing lots of new faces on the Welcome Rides. Several of the participants have joined the Club.

Member-at-Large Benn Schonman reported getting in a lot of riding with the recent return of good weather. His Sunday Canby ride had good weather, head winds, and rollers! He will be meeting this week with Kathleen Hellem to discuss the August Club picnic.

#### COMMITTEE REPORTS:

2017 Reach the Beach Training Series: Ann reported while the spring weather had not cooperated, the series seemed to be well utilized by R-t-B participants. It seemed to be helpful to riders looking for training rides to have the shorter distanced Sunday rides tagged as "R-t-B." Ann shared her appreciation of the ride leaders who advertised their rides as such. The Club did gain a few new members from the series.

2017 Sunday Parkways: Patrick reported he had stopped by the Club's booth at last Sunday's Parkway event. There seemed to be very high attendance at the event and lots of interest at our booth. The Club plans to have a booth at the upcoming June Parkways event.

2017 Pioneer Century: Lori reported pre-registration numbers were at 130 riders and 45 meals purchased. Those numbers were down from last year at this time. Corey Eng, Event Volunteer Coordinator, reported despite shifting seasoned volunteers around to cover some key spots, there were still openings for SAG drivers and day-of registration workers. T-shirts for the volunteers would be available at the June Club meeting. Joan reminded those present that while the route maps would be on different colors of paper, all the Dan Henrys on the road would be painted in white. She asked if this information could be shared with everyone working to assist riders. Brian Hammer, Event Coordinator, updated the advertisement activity. Pre-reg forms had been sent to bike shops, distributed at the R-t-B start location and various locations in Vancouver. The Dan Henry road marking team would be going out tomorrow. Brian was looking for a mechanic to work the rest stop at the Sawtell rest stop. SAG kits have been created for the drivers. The number of lunches provided by the caterer was not confirmed yet.

2017 STP: Corey, Event Co-coordinator, reported positions are filling up but he would wait until after completion of the Pioneer before recruiting. Cascade was changing the baggage tag colors and adding patterns to help for easier sorting. Ann, Event Co-coordinator, had received the contract draft. There was some minor clarification of wording. It was recommended the Board review for any 2018 changes in the fall to help Cascade plan for next year's contract.

#### CONTINUING/UNFINISHED BUSINESS

Portland Thorns Ride-to-the Game Event: Chip Kyle had emailed the finished flyer to the Board members for review. Final cost was \$15 for a \$20 valued ticket, with a \$5 profit per ticket directed to the Club. Chip was working on two cycling routes, both beginning from Holladay Park, to end at Providence Park. Both routes would be rather short in distance and designed so participants could join in along the route.

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

#### NEW BUSINESS

Mid-year Elections: Bill Hamilton announced the slate of candidates for the upcoming election at the June Club Meeting:

Road Captain #2: Patrick Cecil

Members-at-Large (2): Pat McManus and Eric Hendricks

Nominations would also be taken from the floor at meeting time. All are 1-year terms.

Website Maintenance Contract: Alan Coppola reported the website was released at the end of April and it was time to look at site maintenance packages. He presented the Board with three maintenance plan options as submitted by Robert Parker, Kodama, LLC. The options ranged from \$300-\$1,200 per month. The matter of response time for 'critical' vs. 'non-critical' problems was discussed. The Board was leaning toward the lower priced plan if the Board could be provided clarification regarding the response time question. Alan indicated he would follow up with Robert. Alan also asked if the Board

would consider awarding Robert a financial bonus for completion/time overage. He felt the bonus was justified due to a variety of issues on both the Club's needs and time for development taking longer than proposed in the original contract. At this time non-Board members were excused for the rest of the meeting. Discussion by Board members ensued.

A MOTION was made by Corey Eng that PWTC award Robert Parker of Kodama, LLC, a \$500 completion/time overage bonus for his work on the website. Results were 5 nays and 3 yes votes. The motion did not pass.

Additional discussion ensued. It was felt Alan's request had merit; however, consensus was to wait until the Board had chosen a maintenance plan and revisit the recommendation at that time.

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

Vice-President Ann Morrow called for a motion to adjourn the meeting. Joan Cullen made a motion to adjourn the meeting. Lori Buffington seconded the motion. The motion passed unanimously and the meeting was adjourned at 8:33 pm.