

Executive Board Meeting Minutes
September 25, 2017
Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Chip Kyle, Ann Morrow, Lori Buffington, Jeremy Wilson, Joan Cullen, Bill Hamilton, Patrick Cecil, Corey Eng, Eric Hendricks, Patricia McManus, and Kimberly Morehead.

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

Seating of Visitors: There were no visitors in attendance. Chip asked for any additional items for the agenda, hearing none, the agenda stood as distributed.

A MOTION to approve the August Executive Board minutes as distributed was made by Bill Hamilton and seconded by Lori Buffington. The motion passed unanimously.

TREASURER'S REPORT

Treasurer Jeremy Wilson reported the Club's finances to be in order and the accounts continue to reflect a positive balance. The Club's prior 3 year average was approximately \$72,000, but 2017 would be at a slightly lower level due to reduced income from the Pioneer. Reconciliation of the cost for STP day-of-volunteer meals was still pending. Lori Buffington moved the Board accept the Treasurer's Report. Kimberly Morehead seconded the motion. Without objection, the report was accepted.

BOARD MEMBERS REPORTS

President Chip Kyle reported the Financial Review Committee (Chip, Jeremy, Bill and Corey) had met to review the books. Posted Quick Book accounts were in line with hard copy receipts. The October Club Meeting would be the annual pizza night and, based on recent attendance numbers, 60 members were expected. Chip felt growing attendance at the Club Meetings was reflective of the robust programs offered over the past year. October's presentation would feature overview of the Salmonberry Trail project which, when completed, would extend from Banks to Tillamook. The company Portland Jerseys was offering a unique cycling jersey depicting the Columbia Gorge. Cost was \$69 per jersey with \$20 of each sale being donated to Friends of the Gorge to help with restoration.

V-President Ann Morrow reported the season's final Welcome Ride was held last weekend. Her 4.5-mile ride participating in October's celebration encouraging women cyclists, disappointingly, only had three riders – all were PWTC women members. She reported hearing Vancouver Bicycling Club was planning on moving RACC to a date in August.

Membership Secretary Lori Buffington reported 414 memberships and 567 family members, which is a similar number to 2016. The Club had gained 90 new members in 2017. Since there seems to be some confusion on how to add 'family members' it was recommended an article be featured in an upcoming newsletter issue to help members with the sign up process. The system does require each individual to possess a unique email address in order to create an accessible account.

Recording Secretary Joan Cullen did not have a report at this time.

Road Captain #1 Bill Hamilton reported October weekend rides were still needed for the calendar. The Thursday Triple Challenge would be discontinued at the end of October if additional ride leaders are not found. Dick Fairbank is planning on stepping down from this role at that time.

Road Captain #2 Patrick Cecil reported the weekday rides would be adjusting to winter schedules at the end of October and the night rides would go on hiatus until the spring. Sunday's Social Ride had 35 riders in attendance. Patrick also attended PBOT's 'bike bucket workshop' and created a usable bucket to attach to his bike from a common 5-gallon bucket.

Member-at-Large Corey Eng reported reduced ridership on the west side rides as we enter the fall season. His weekend rides still seem to have an appeal to non-members riders.

Member-at-Large Eric Hendricks reported participating on 18 rides in September and noted attendance seemed to be good. He hoped the fall was able to offer equally good weather as this past summer. He had driven up I-84 and noted a lot of damage from the summer's forest fires along the bike trail.

Member-at-Large Pat McManus asked if there could be another tutorial about how to add the ride calendar short cut to a smart phone. Since we no longer offer a PWTC specific app, she suggested these instructions be added to the website's calendar page for easy reference.

Member-at-Large Kimberly Morehead reported she had participated in the Harvest Century. It was a great day for a ride and she saw 12 or so members out. Reportedly 600 riders participated in the event, but she thought cycling traffic on the road was light. The buffet dinner at the end was good, but the rest stops didn't offer a lot of variety in snacks.

COMMITTEE REPORTS

2017 STP: Corey reported finalized reconciliation of pass through collections and expenses with Cascade. A receipt of \$25,000 fee net of approximately \$1,000 pass through collections and expenses for a net profit of approximately \$24,000 was expected. He and Ann agreed to continue their coordinating roles for 2018, but would welcome interested members to serve in a trainee role and take over the coordinator position in the future.

CONTINUING/UNFINISHED BUSINESS

Trademark Recertification: After further exploration, Bill located the original 2012 certification paperwork for 'take life by the handlebars' and 'Pioneer Century'. The mid-10 year recertification is due November 2017. He volunteered to follow up at that time with the Patent Office. It was decided hardcopy originals should be kept with the hardcopy minutes. Digitized copies could additionally be kept with the file of Club policies. It is thought there is also a registered trademark certificate for the Club name, which has yet to be located.

NEW BUSINESS:

2018 Board Positions: Chip opened the discussion indicating the Club was entering into a transition phase where many high-profile long time board members would like to either step down or serve the Club in a different capacity. While several members were named as potential candidates the Board was asked to continue to recruit candidates. All positions are open to any interested member in good standing. The following partial slate was named:

President: OPEN

Vice-president: Corey Eng

Treasurer: Chip Kyle

Membership Secretary: Lori Buffington

Recording Secretary: Joan Cullen

Road Captain #1: Bill Hamilton

Member-at-Large: open

Member-at-Large: Kimberly Morehead

Corey and Ann agreed to stay on as 2018 STP Co-coordinators. Brian Hammer has agreed to stay on as Coordinator for the 2018 Pioneer. Barry Emmerling has indicated he would like to step down as Program Coordinator.

Quick Releases Discussion: Ann opened the discussion asking if there was any logical reason the electronic version of the newsletter needed to be 12-pages long. As past editors, Ann and Joan were able to give history relating to the need to accommodate an even number of printed pages and subsequent ease to manually collate 12 pages. An electronic version does not have such a limitation. Ann also shared a concept for producing a 2 page twice a month small info bite formatted newsletter. After discussion with input from our current editor, Kimberly, it was concluded the preparation time to invest in a twice a month product would not fit easily into the time she currently has available for creating the once a month product. At the conclusion of discussion it was decided to drop the requirement for a 12-page publication and the size was up to Kimberly. Board members were asked to think about how to better utilize our newsletter.

2018 Helmet Budget: Bill queried if NW Bicycle Safety Council would continue to participate as a resource for bike helmet giveaways. Ann, as the new president for NWBSC, reported NWBSC would continue to ask to be considered as a recipient for PWTC's charitable donation. Their board is currently reviewing options for the future and venues for the helmet giveaways, which may not necessarily be at bike fairs or involvement in the current school education programs. With the discontinuation of their fund raising ride, Beaverton, Banks and Beyond, NWBSC would continue to seek and value partnerships with their sponsors.

OTHER:

Excused Absences:

Lori will not be available at the October Club or Board Meeting due to work travel.

Patrick will not be available at the October Club Meeting.

Eric will not be available at either the October Club or Board Meeting due to family travel.

President Chip Kyle adjourned the meeting at 8:23 pm.