

Executive Board Meeting Minutes  
October 23, 2017  
Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Chip Kyle, Ann Morrow, Jeremy Wilson, Joan Cullen, Bill Hamilton, Patrick Cecil, Corey Eng, 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. One additional item was added to the agenda.

A MOTION to approve the September Executive Board minutes as distributed was made by Ann Morrow and seconded by Bill Hamilton. 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. While the payment from Cascade for STP had been received reconciliation of the cost for STP day-of-volunteer meals was still awaiting an invoice from Dave Shaw of H4 Consulting. A second notice regarding tag line trademark recertification had been received. As noted on our original certification application, the Patent Office does not send notices for recertification of trademarks. The notifications are considered to be a clever opportunistic scam to charge for what is a free recertification procedure with the Patent Office. Final filing of our 2016 tax return is still pending. Although non-profits do not have the same deadline as personal or business tax returns, Jeremy said he would follow up with the accountant regarding the timely filing of our taxes. Chip said he would follow up on a potential glitch with the payment for the pizza ordered at the October Club Meeting.

#### BOARD MEMBERS REPORTS

President Chip Kyle reported he has been recovering from a shoulder injury suffered on a Monday ride a couple weeks ago and has not been out on the bike. A member mentioned All Saint's Church had a 'for lease' sign up and wondered if the Church was moving. Chip said he would follow up on it.

Vice-President Ann Morrow reported her most recent Meet PWTC ride had four new riders join the ride. Everyone was friendly towards them and they seemed to have had a good time.

In Membership Secretary Lori Buffington's absence, Chip reported as of Oct. 22, 412 memberships and 563 riders. For the same time period in 2016, enrollments showed 417 memberships and 563 riders.

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

Road Captain #1 Bill Hamilton reported recruitment is in full swing for November rides.

Road Captain #2 Patrick Cecil reported he has again been off the bike with a nasty cold. The November social rides had not been added to the calendar pending contact with the ride leader therefore the schedule is looking a bit light at this time. November's printable Rider's Digest may look 'very lean' without those listings. This opened discussion regarding discontinuing the printable version of the Rider's Digest. It was noted this schedule is produced at the beginning of each month and not updated. (Refer to additional discussion under New Business.)

Member-at-Large Corey Eng took an informal poll regarding attendance on last Saturday's rides. Weather was extremely stormy and ride draw was very minimal. Although Sunday's weather was much better, it appears attendance was also down. He inquired about dispersal of left over STP Volunteer t-shirts and STP backpacks. It was decided to give away as freebies at the December Club Meeting and any left over backpacks could be donated to SnowCAP.

Member-at-Large Pat McManus wanted to recommend the Mt. Adams event ride for consideration of an approved non-PWTC ride for mileage. Event submissions are reviewed in February when the list is drawn up. She also asked about PWTC past participation in June's Pedal Palooza. Ann reported in the past a 'theme' ride has worked the best although in past years the rides have not drawn a lot of participation. Pat's Oct. 22 Art Ride was cancelled due to anticipated bad weather and rescheduled for Oct. 28. There was a brief discussion regarding procedure for ride leaders to cancel a ride.

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

#### COMMITTEE REPORTS

No Committees reported at this time.

#### CONTINUING/UNFINISHED BUSINESS

2018 Board Positions: Chip opened a 25 minute discussion regarding filling the slate for presentation to members at the November Club Meeting. Brief discussions regarding board responsibilities brought up the number of Board Meetings required each year (the Constitution calls for a minimum of six per year). It was agreed there was value in monthly face-to-face meetings and the timely handling of potentially critical Club business. It was suggested the monthly Top Talk did not have to always be written by the president and could be delegated to other board members. Upon consensus the following slate was agreed upon\*:

President: Chip Kyle  
Vice-president: Bill Hamilton  
Treasurer: Corey Eng  
Membership Secretary: Lori Buffington  
Recording Secretary: Joan Cullen  
Road Captain #1: Sarah Hill  
Member-at-Large: Steve Price  
Member-at-Large: Jeff Marshall

\*It was noted nominations would be accepted from the floor for any of the above positions on election night.

Website Committee Report: Chip gave an update regarding continuing website enhancements and communications between Robert Parker and the Committee. The Club is fortunate that Mark Hartel has been able to handle some of the coding and fixes needed to continue with site functionality without purchasing additional work tickets. Mark has been working with George Ammerman, Statistician, regarding replacement of the Access mileage database with an on-line rider mileage tracker. Resolution of the process to enter family members continues. Some of our wish list enhancements are being held for November to avoid extra expense of purchasing additional work tickets in October. It was recommended that the members of the Website Committee be listed along with Officers and other Appointees in the QR.

#### NEW BUSINESS:

Rider Safety Issues: Bill Hamilton opened a discussion lasting 20 minutes regarding recent concerns of general cycling safety practices and how to deal with repeat unsafe behavior as identified in particular riders. Matters of repercussion for repeated unsafe cycling behaviors, need for the pre-announcement of the definition of sanctions, creation of guidelines for Club cycling standards, and citing examples of specific safety issues in the QR's Safety Column were all discussed. Members present were asked to give additional thought to the issue and the topic would be revisited at a future Board Meeting.

Future of the Printable Rider's Digest: The printable file for the Rider's Digest which is accessible on-line is overwhelmingly acknowledged as being inaccurate. The file is not updated after its initial on-line posting at the first of each month. To avoid future confusion regarding inaccuracies of the schedule, availability of the printable version of the Rider's Digest will be discontinued January 2018. However, ability to do a print screen of the calendar is part of the website enhancement list. Stay tuned!

Year End Charitable Contributions: Due to the late hour, this topic was deferred until next month's Board Meeting.

Adding an Additional Weekday Ride: There are no restrictions on rides being offered during the week. They do not have to be part of a weekly reoccurring series and can be a one time offering. Members can contact the Road Captains to have any ride added to the calendar.

Award Nominations: Nominations are needed by Dec. 31 by the Awards Committee. See the QR for categories and how to submit a nomination.

President Chip Kyle adjourned the meeting at 8:30 pm.