

## Executive Board Meeting Minutes

March 27, 2017

Respectfully submitted by Joan Cullen, Recording Secretary

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

President Chip Kyle called the meeting to order at 6:33 pm at Legacy Emanuel Hospital.

Seating of Visitors: Chip welcomed members who would be participating in tonight's meeting, Cindy Bernert Coppola, Alan Coppola, Brian Hammer, and Kathleen Hellem.

A MOTION to approve the February Executive Board minutes as distributed was made by Lori Buffington and seconded by Ann Morrow. The motion passed unanimously.

### TREASURER'S REPORT

Treasurer Jeremy Wilson shared the 2017 Profit & Loss summary ending March 26. The Club's treasury was down approximately \$6,000 from this same time period last year.

Jeremy was working on issuing donation checks to the Board-approved list of organizations. The \$5,000 donation to NW Bicycle Safety Council to purchase helmets had already been issued. A short discussion took place regarding our continuing to donate to the Street Trust (formerly known as the BTA) since they have broadened their scope of advocacy beyond the bicycling community.

A MOTION to direct our donation of \$1,000 to the Street Trust's Bicycle Safety Program (which provides educational programs within the schools) was made by Bill Hamilton and seconded by Ann Morrow. Motion passed unanimously.

Cost of the hot line phone line was reviewed. Use of the line versus the monthly charge was discussed. Two possibly less expensive phone options were presented. Chip volunteered to explore cost of using Ooma and Jeremy volunteered to explore lower cost programs offered by AT&T.

### BOARD MEMBERS REPORTS

President Chip Kyle announced sections of the Eastbank Esplanade with the floating portions had been closed due to the extremely high river levels and dangerous inclines on the ramps. The May Club Meeting would feature a presentation on ebikes. Kudos was extended to Barry Emmerling and Marci Ray, Program Coordinators, for setting up such a variety of interesting programs. Barry had generously donated two gift cards from Sellwood Cyclery as prizes for our monthly raffles.

V-P Ann Morrow reported a contingent from the Club attended Reach the Beach's kickoff event. It was a small audience but Ann said between herself, her granddaughter and Kathleen Hellem they worked the room advertising PWTC's R-t-B Training Series.

Membership Secretary Lori Buffington reported 427 memberships and 582 riders. Roles are down 3 memberships from February and down 12 from this time last year.

Recording Secretary Joan Cullen had nothing to report at this time.

Road Captain #1 Bill Hamilton reported April's schedule was shaping up. Members had kindly stepped up to fill the schedule. The Road Committee had continued work on the new website's simplified process for entering rides.

Road Captain #2 Patrick Cecil had nothing to report at this time.

Member-at-Large Chuck Dorr reported his Slow Poke rides were averaging 7-8 riders, less when it rained.

Member-at-Large Corey Eng reported attendance on the west side rides were definitely impacted by the weather.

Member-at-Large Kimberly Morehead reported she did her first consecutive 2 days of riding since her surgery. She had been participating on the R-t-Beach rides and had noticed a couple of riders who have been consistently attending the shorter distance routes.

Member-at-Large Benn Schonman noted lower attendance on rides due to the soggy weather.

#### COMMITTEE REPORTS:

2017 Pioneer Century: Brian Hammer, Coordinator, reported the Early Bird pricing did not garner as many sign ups as he hoped. Discussion revealed that bad weather years, historically, had an impact on lower pre-registration numbers this far out from the event. Volunteers are still needed, particularly for Saturday morning's traffic signage placement and sag drivers.

#### CONTINUING/UNFINISHED BUSINESS

Website Development Update: Cindy Bernert-Coppola gave an update of the project status. Membership profiles were being moved from the old to new site. Members would be sent an email alert with instructions on how to sign in and add family members on the new site. It was hoped a demonstration could be presented at the May Club Meeting. The Home page was in need of additional and better resolution pictures. The library had been added. There was a question as to whether the Resource Page needed to be retained. Because of underutilization, the Forum would be discontinued. Work is progressing on the new site, but there is still much to do.

Club Information Brochure: Ann and Lori presented a draft of the new tri-fold brochure. Language, placement of information, and overall presentation was discussed by those present. The brochure would contain a membership form so the question of the cost to join came up. Change in the fee would be reviewed at the June Board Meeting, but if there was a change it would not go into affect until January 2018 therefore, a small run of the brochure could still be done for distribution this year.

2017 STP/Contract Letter: Chip led the discussion. He, Ann, and Corey met with Rebecca Sorenson, Cascade Event Director. They were advised Cascade had already set their 2017 budget last October however, they were able to increase our compensation for this year by an additional \$3,000 and they agreed to cover the donation to the Portland Police Reserve unit to provide officers at Holladay Park. Rebecca encouraged us to approach Cascade in October regarding increases for 2018 as well as consideration for an incremental increase plan for future years. Chip reported the meeting was very positive and Cascade had high regard for PWTC's contributions.

Mileage Policy Proposal: Corey Eng submitted the following proposal addressing the recording of 'home' miles.

#### PWTC Mileage Policy for PWTC Rides

Excludes Non-PWTC Rides/Cycling Events (separate Mileage Credit Policy adopted April 1, 2010)

"Mileage credit allows for the distance ridden on the date of the published PWTC ride route and any distances ridden to the start of said ride and any distances ridden from the finish of said ride to the rider's starting location, e.g. home, car." Policy would become effective April 1, 2017.

A MOTION to adopt the above policy was made by Corey Eng and seconded by Patrick Cecil. Motion passed with 9 yeas, 1 nay, and 1 abstention. The policy will be printed in an upcoming newsletter.

Non-Club Events Approved for PWTC Mileage Credit: Due to event date conflicts the list of approved non-PWTC rides was revisited. The 2 County Metric was now in conflict with the Peach of a Century. Consensus was to drop the 2 County for 2017. The Tandem Rally was submitted for approval at the March Club Meeting. The Tandem Rally was approved by consensus to complete the 10-ride list. Cheryl Speer and Phil Brown volunteered to act as ride leaders.

Portland Timbers/Thorns Ride to the Game Event: Chip and Bill had a follow-up meeting with Jake Robinson (Acct. Executive Ticket Sales) and Jason Brieter (Manager Group Sales) from the Portland Timbers/Thorn. Additional information obtained covered the discount cost of tickets to us, which games were available for the event, and if we wished to have the Timbers offer sales through their website or ours. Arranging a ride to the game, staffing a booth for the special ticket holders, and staffing a PWTC information booth inside Providence Park would be the responsibility of PWTC. Secure bike parking at the park would be available. Corey raised the question of who/how a ride liability waiver covering participants riding to the game should be addressed. Additional follow-up on the waiver issue is needed. Consensus by the Board was to 1) select the Sept. 2, 1:00 pm Thorns game, 2) allow the Timbers website to offer ticket sales, and 3) continue planning with the Timbers organization for the event.

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

#### NEW BUSINESS

Third Party Review of Financial Records: After a short discussion, two members, in addition to the President and Treasurer, were named to the Financial Review Committee to monitor the bank account activities. The Committee, consisting of Chip Kyle, Jeremy Wilson, Bill Hamilton, and Corey Eng, plan to meet before the April Board Meeting.

President Chip Kyle adjourned the meeting at 8:49 pm.