

PORTLAND WHEELMEN TOURING CLUB

Executive Board Meeting Minutes

July 23, 2018

Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Ashley Reynolds, Corey Eng, Joan Cullen, Sarah Hill, Rob Schroeder, Eric Hendricks, Jeff Marshall, Pat McManus, Steve Price, Cindy Bernert-Coppola, Alan Coppola and Mark Hartel.

Vice-president Ashley Reynolds called the meeting to order at 6:31 pm at Legacy Emanuel Hospital.

Seating of Visitors: Ashley welcomed Cindy Bernert-Coppola, Alan Coppola, and Mark Hartel of the Web Committee to participate in tonight's discussions.

A MOTION to approve the June Executive Board minutes as distributed was made by Jeff Marshall and seconded by Steve Price. The motion passed unanimously.

TREASURER'S REPORT

Treasurer Corey Eng distributed the 2018 June Account Summary ending July 23, the comparison summary showing 2017 and 2018 numbers, and the P&L comparison of January-July 23 for 2018. The operating account balance stands at \$50,341.58, however, there are outstanding checks totaling \$2,600 (charitable contributions), dropping the available balance to approximately \$47,000. Those present were reminded the 2017 and 2018 P&L summary totals continue to show different totals due to the timing difference related to different accounting systems used from last year. An updated P&L report by class was distributed. The Pioneer's catering expense for 2018 was \$274 vs. \$6,061.47 in 2017, as a result of the Club changing vendors and not having to make up as much for the minimum number of meals not sold. Fewer tickets for STP Friday buses and Penske trucks were sold, which will lower the revenue from that activity. The Finish Line is contracted with Cascade for \$25,000, although there are still some expenses that PWTC absorbs. 2017 STP final reconciliation garnered about \$20,000. Corey advises to continue to spend conservatively.

BOARD MEMBERS' REPORTS

V-president Ashley Reynolds had been off the bicycle for the last 2 weeks due to medical issues. Things are looking up and she has returned to regular activities. She had asked a couple Club members who also belong to VBC why they joined PWTC. It mainly had to do with the types and number of rides offered, and the highlighting of upcoming rides at meetings. The attraction of the Club for Ashley was the multi-day offerings. Feedback also addressed the financial impact tolling of the freeways in Oregon may have on our Vancouver Club members, making it less attractive to come across the Columbia.

In Membership Secretary Lori Buffington's absence, Ashley reported 426 memberships and 579 total riders/family members. Year to date totals revealed 69 new memberships, 83 new riders and 69 dropped memberships with 85 dropped riders.

Recording Secretary Joan Cullen reported the Storage Unit had been put back in order after STP. The next event using Club equipment/supplies will be the picnic.

Road Captain #1 Sarah Hill reported 76 rides on the August Ride Calendar and, although there were rides listed every day, more weekend rides were needed to compete with the 90 rides listed in 2017. Because of the lighter schedule, the requirement for 2 week ride submission has been relaxed to help add and balance more rides to the schedule. The hotter weather has made ride leaders more cautious about committing to the schedule. The August schedule includes two event rides (RSVP and RACC) and the Cove Palisades weekend. A member had requested if all rides could contain GPS maps, but with so many of the hand drawn maps still actively being used it was not likely they could all be converted at this time. A call to the hotline regarding an overdue a rider on a hot day had ended in a happy result when Sarah was able to resolve the situation. She was working on putting together the Ride Leader Orientation Workshop for riders wanting to lead their first ride. She has four members who

have volunteered to participate in a conference call orientation. Sarah will be out of town Aug. 4-12. Bill Hamilton will be available to help Rob if there are questions. She happily announced that all sign in sheets through July 19 have been turned into the Statistician!

Road Captain #2 Rob Schroeder reported his orientation was continuing.

Member-at-Large Eric Hendricks indicated he had been out of town, but the variety and quality of the rides on the schedule has been outstanding!

Member-at-Large Jeff Marshall, as part of the Safety Committee, reported the next QR would contain an article on cornering techniques.

Member-at-Large Pat McManus reported the Safety Committee has a couple good article ideas for future newsletters. A presence on the web site is still needed. She will work with the Web Committee on this project. The reward system (an additional raffle prize awarded at the Club meeting) for accident-free months had not been implemented yet. While this could be an additional bike shop gift card, it didn't necessarily need to be. It was agreed that the level to qualify needed to be more than just 'falling over'. Lastly, a procedure was still needed to report an 'incident'.

Member-at-Large Steve Price did not have anything to report at this time.

COMMITTEE REPORTS

There were no Committee Reports given at this time.

CONTINUING/UNFINISHED BUSINESS

2018 STP Update: Corey reported Cascade approximated 7,200 participants, with 1,900 being 1-day riders. Since participation has been down in recent years, Cascade is considering lowering the limit from 10,000 riders, which could result in less revenue for our part at the Finish Line. Since weather was so hot, water given out at the Return Transportation was greatly appreciated by the riders. Assistance from the high school athletic teams was greatly appreciated by PWTC volunteers. Team Leaders had their debriefing last week and replacements for Ann Morrow and Alison Nelson (permitting) would be needed in 2019. A thank you article will be forthcoming in the QR.

Annual Picnic, Aug. 5: Ashley reported a shopping date had been scheduled to purchase raffle prizes and the cold cuts. In the past, prizes have been purchased from Bike Gallery; however, Sarah noted BG was no longer offering PWTC discounts. Ashley indicated she would check with them regarding the discount status. A couple other shops giving discounts were mentioned as alternatives. As of July 23, 44 members had signed up.

Follow up of Awarding Tokens of Appreciation: A TofA had already been awarded to Brian Hammer as 2018 Pioneer Coordinator. By consensus, a second small token (gift card) of appreciation was to be awarded to Ann Morrow as Day Of Event Manager. Ashley will follow up. The question whether the 2017 TofA had been awarded was again raised. Research is needed to confirm – Corey will check Quick Books records and Joan will check back in the minutes. A MOTION was made by Sarah Hill and seconded by Pat McManus to award the following TofA:

2018 Pioneer: \$200 to Corey Eng, Pioneer Volunteer Coordinator

2018 STP: \$500 to Ann Morrow, STP Finish Line Coordinator

\$300 to Corey Eng, STP Volunteer Coordinator

Motion passes unanimously with deep appreciation for Ann and Corey's work!

Photo Release Requirements: Steve asked to table the topic until the next Board Meeting. Proposed wording was still under review by a legal resource. There were no objections to defer until next month.

Membership Dues: Ashley reopened the topic. All attendees were given time to express concerns or ask questions. Taking into consideration comments from the last Board Meeting, members' comments from the July Club Meeting, and additional member feedback since those meetings, Board concerns

returned to our financial viability to cover fixed costs, the impact of future profitability of the Pioneer and STP contract, and the need to continue to practice financial prudence. Although members' comments supported an increase, there was still discussion regarding exactly how much the increase should be. Creation on the website to afford members the opportunity for individual contributions to a helmet fund in particular was suggested. Chip had previously emailed a specific recommendation of pricing for a 2-tiered system. Having reviewed pricing of other close by clubs, Ashley found that PWTC offered more in the way of rides, including many overnights and other Club covered activities. After 55 minutes, a call was made to end discussion.

A MOTION was made by Pat McManus and seconded by Sarah Hill to raise the annual dues for an individual to \$35 and \$50 for a family membership (limit of 5 individuals). Pricing change to become effective January 1, 2019. Motion passed unanimously.

NEW BUSINESS

Membership – Free/complimentary: Since it was unclear what positions (board members and support services) were comp'd, Ashley will gather up a complete list of positions currently receiving a free membership and distribute to Board members for additional review. Feedback had been gathered along with the general dues discussion regarding the continuation of the practice at the last Club Meeting. The issue will be revisited at next month's Board Meeting.

V-President Ashley Reynolds adjourned the meeting at 8:41 pm.