

# PORTLAND WHEELMEN TOURING CLUB

## Executive Board Meeting Minutes

December 17, 2018

Respectfully submitted by Joan Cullen, Recording Secretary

Attendees: Chip Kyle, Ashley Reynolds, Corey Eng, Lori Buffington, Joan Cullen, Sarah Hill, Rob Schroeder, Eric Hendricks, Jeff Marshall, Steve Price, Stacy Barbadillo, Joel Loh, Patrick Cecil, Dave Ek, Brian Hammer, and Benn Schonman.

President Chip Kyle called the meeting to order at 6:32 pm at Legacy Emanuel Hospital. The agenda was accepted as distributed.

Seating of Visitors: Chip welcomed members Stacy Barbadillo, Joel Loh, Brian Hammer, Benn Schonman, Patrick Cecil, and Dave Ek to participate in tonight's discussions.

A MOTION to approve the November Executive Board minutes as distributed was made by Lori Buffington and seconded by Sarah Hill. The motion passed unanimously.

### TREASURER'S REPORT

Treasurer Corey Eng distributed the 2018 December Account Balance Summary ending December 17, a comparison summary showing 2017 and 2018 numbers, and the P&L comparison of January-December 17, with the same time period in 2017. There is \$58,865.74 in the operating account with outstanding checks totaling \$538.61, leaving an available balance of \$58,327.13. The checking account (Pioneer) still holds \$335.60 and the business savings account is at \$4,273.21. Total available funds are \$63,474.55. Currently the Club stands with a net loss of (-)\$151.09 for the year. The Balance Sheet reflects \$379 in the Mooney Helmet Fund: This is a carryover from previous years and small donations from individuals that were specified for helmets. Consideration could be given to dropping it as a separate category since funds earmarked for helmets have most recently been disbursed as a charitable donation to NW Bicycle Safety Council to purchase helmets for their give away programs.

### BOARD MEMBERS' REPORTS

President Chip Kyle reported:

- The January Board Meeting had been moved from the 28<sup>th</sup> to the 21<sup>st</sup>\* so it fell before the Annual Awards Banquet on the 27<sup>th</sup>. (\*Later moved to the 22<sup>nd</sup> so as not to conflict with MLK holiday.)
- The revised 2019 Board Meeting schedule was distributed. May 20<sup>th</sup> and December 16<sup>th</sup> were the two other date exceptions to the standard policy of meeting the last Monday of the month unless the Monday fell in the same week as the Club Meeting (held on the first Thursday of the month).
- Chip thanked outgoing Board Members Lori Buffington, Sarah Hill, and Jeff Marshall, for their contributions and terms of service on the Club's board. (A round of applause for all!)

V-president Ashley Reynolds reported hearing members' concerns regarding the hiatus of the 2019 Pioneer and the hopes that a committee would be formed to revisit the event. Last Saturday's two rides, Saturday Morning Medley and Ride to Bike Craft, had been combined and ended up at the Bike Craft Fair. Ashley suggested consideration be given to have the Club participate in the event by selling generically designed jerseys or bike caps to help promote the Club.

Membership Secretary Lori Buffington reported 444 memberships and 595 total riders/family members. She shared an updated graph of Club growth from 1999 to present showing the trend of membership. She and Cindy Bernert-Coppola plan to meet soon to pass over the PO box key and the Access tower for membership back up as the web-based program may not be 100% ready to go on-line as of January 1<sup>st</sup>. She is also wondering who has the second PO box key.

Recording Secretary Joan Cullen had received a thank you card from SnowCAP regarding our recent donations from members. A short article has been sent to Mianne Irick and Cindy for web posting.

Road Captain #1 Sarah Hill did not have anything to report, but congratulated Rob on his new position of responsibility.

Road Captain #2 Rob Schroeder reported the December calendar was filled and January 2019 had 48 rides already scheduled with at least one on every day. An email blast was scheduled to go out tomorrow with their monthly general request for additional rides. A training session with Rob, Sarah and Darin Swanson, new Road Captain, was being planned for. The Ride Leader Workshops were well received last year, so it was suggested one in late spring would be a good time to do another.

Member-at-Large Eric Hendricks, having taken over the STP permitting process from Alison Nelson, reported the Portland permits had been submitted to Parks and Recreation. He will follow up on their status.

Member-at-Large Jeff Marshall gave his year-end statistics report on the number of active riders:

- 303 members out of 600 rode at least one ride (~50%) during the year.
- 15% rode less than 100 miles.
- 19% rode less than 1,000 miles.
- Only ~25% fell into a very active category.

Member-at-Large Steve Price requested consideration should be given to ask members for additional voluntary cash donations to the Club at the end of the year.

#### COMMITTEE REPORTS

Bike Safety Committee: No report was given at this time.

#### CONTINUING/UNFINISHED BUSINESS

Club Name Discussion: Chip reported the results of the 2<sup>nd</sup> survey narrowed the name choices down to two: Rose City Cyclists and Portland Bicycling Club. Due to the extremely close number of votes each received and the 'weighting' of the results, there was discussion as to whether or not to hold a 3<sup>rd</sup> survey asking members to pick one or the other. A polling of voting Board members indicated 7 in favor of a runoff survey and 3 against. With a majority in favor, Chip will talk to Cindy about getting the next survey out ASAP. Since the first survey showed 90% of the responses come in within the first 2-3 days, it was decided to leave the survey open for only 5 days. Further verification of the availability of either name was still needed (web presence or a trademark). If a name other than PWTC wins the final vote, a final check could be conducted via application to the government to trademark the new name. It was mentioned that 'an intent-to use' could be filed with the government to prevent another group coming in and using it while the application was in process. Cost of trademarking a new name was touched upon. Approximately 40 minutes of discussion was devoted to the above topic.

Pioneer Century Future: Discussion was opened regarding post-Club Meeting member comments and possible options for restructuring the event. Member comments summarized from the Club Meeting had already been shared with the Board. Consensus of Board members, as the process goes forward, was to select members to form a work group who would then further explore options and report back to the Board. The Board will return to this project after the first of the year.

#### NEW BUSINESS

Charitable Donations for 2019: Corey reviewed the proposed 2019 budget and the 2018 year-end expenses/revenue. 2018 held a loss of (-)\$151.09 and 2019 held a projected profit, without the Pioneer, of \$1,351.99. At this time the Club is in a positive place with our reserves able to cover fixed operating expenses, however, this still does not leave an excessive amount for charitable donations.

Following discussion regarding the financial cutbacks on the Club and membership activities over the past year, the following MOTION was made by Lori Buffington to use \$5,000 from the reserves to make 2019 charitable donations. Jeff Marshall seconded the motion. The motion passed: Yays = 9, nay =1.

Following additional discussion and review of the requests submitted by members and two organizations themselves, a MOTION was made by Steve Price to approve the following list of organizations and the assigned amounts. Jeff Marshall seconded the motion. The motion passed unanimously.

NW Bicycle Safety Council (directed to their helmet program)	\$2,000
Friends of the Historic Columbia River Highway (FHCRH)	900
Community Cycling Center	1,000
Our Savior Lutheran Church (parking lot & facilities use at the weekday rides)	750
Bike Index	250
Gresham Park Celebratory Paver	100
TOTAL	\$5,000

For the Good of the Cause:

Eric thanked Chip for 3 years of service as our president, displaying equanimity and diplomacy in multiple incidences. (A round of applause!)

Corey reminded everyone, the Awards Committee needs more nominees otherwise everyone Corey nominated WINS!

Sarah thanked everyone for allowing her to serve on the Board. It had been a great experience.

President Chip Kyle adjourned the meeting at 8:47 pm.