

PORTLAND WHEELMEN TOURING CLUB\
PORTLAND BICYCLING CLUB
Executive Board Meeting Minutes
April 22, 2019
Submitted by Joan Cullen, Recording Secretary

Attendees: Pat McManus, Ashley Reynolds, Corey Eng, Cindy Bernert-Coppola, Joan Cullen, Rob Schroeder, Darin Swanson, Eric Hendricks, Steve Price, Joel Loh, Mark Hartel, and Chip Kyle

President Pat McManus called the meeting to order at 6:28 pm at Legacy Emanuel Hospital.

Seating of Visitors: Pat welcomed members Mark Hartel and Chip Kyle.

A MOTION to approve the March Executive Board Minutes as distributed was made by Eric Hendricks and seconded by Cindy Bernert-Coppola. The motion passed unanimously.

TREASURER'S REPORT

Treasurer Corey Eng distributed the 2019 Account Balance Summary ending April 22, a comparison Balance Sheet summary showing 2018 and 2019 numbers, and the P&L comparison of January 1-April 22, with the same time period in 2018. The Wells Fargo statement indicates the operating account holds \$54,025.66; minus outstanding checks totaling \$488.44, the Quick Books accounting shows an available balance of \$53,536.72. The check to Gresham for the paver has been cashed, but the paver has not been placed yet. The checking account (Pioneer) still holds \$335.60 and the business savings account is at \$4,273.53. Total available funds are \$56,374.40. Wells Fargo released the final \$1,000 in the secured account to cover the last remaining club credit card. Membership revenue so far has increased from 2018 (\$2,895 vs. \$2,320) but Corey speculated this was due to the increase in dues. The Club paid \$100 to Brian Hammer for photos used in the Filmed by Bike advertisement.

BOARD MEMBERS' REPORTS

President Pat McManus reported on the following:

- The May Top Talk addressed scheduled activities in the cycling community celebrating May as National Bike Month.
- She thanked everyone for their contributions to make the April Club Meeting and the name change vote run smoothly. Responses on Bike Portland's blog (open to public comments) seemed in favor of the change.
- The Family Ride Series has plans for six rides throughout the summer in addition to the traditional one as part of the annual picnic rides. Pat and Richard Miselis, Elaine and Pete Schmidt, and Dave McQuery have volunteered as ride leaders. Five-mile rides are planned in the Gresham and Sellwood areas, and Wilshire Park will be a starting point for a north Portland route. Local canvassing and a flyer with ride dates advertising the series is being planned. This information will be posted on the website along with the schedule for the Welcome Rides series.
- Pat was wondering what the condition of the Club's bike boxes were and if they needed to be replaced. As far as anyone knows they are still in Jackie Sequin's basement and not used very much.
- Pat recommended the Club's safety vests should be replaced with new ones carrying the new Club name. Joan reported only a few have Portland Wheelmen on them and most do not have any printing on them.
- Pat reminded everyone she will be traveling in the next couple weeks and Ashley will be presiding over the May Club Meeting and answering emails while she is out of town.

Vice-president Ashley Reynolds reported the Club's Instagram account has been changed over to Portland Bicycling Club. Users need to enter the exact phrasing to log in. At her initiation, Jonathon Maus of Bike Portland contacted Pat for an article for his blog regarding the name change. Pat reported the article had some inaccuracies and the picture he used was all male in content. Ashley reported the Reach-the-Beach series was going well, with a core of 8 riders. Scotty Poindexter was leading the

longer rides, Ann Morrow and Kathleen Hellem were leading the shorter distances, and Corey Eng was leading the Sunday training series. The Filmed by Bike ad was posted on the festival's Facebook page. She asked about posting the ad on the Club's Facebook page, but it was decided to hold off until further along in the new name's transition process.

Membership Secretary Cindy Bernert-Coppola reported 442 memberships and 597 total riders/family members as reported on the Access database. Cindy agreed to contact the 65 family members who are in the database but not actually signed up due to incompleteness of the registration process. She feels the renewal process will also capture updates from some of these members. Once a membership has lapsed, the person is locked out of the member's only section, however, the Statistician is currently allowing a 60-day grace period if the person continues to sign in on rides. She also would like to keep sending out the new members printed materials packet as a welcoming contact. Cindy continues to work on updating the Club's brochure and creating the Welcome Rides and Family Rides flyers with ride dates. Input is welcomed and appreciated on the project. Cindy and Alan Coppola plan to attend Gresham's kick-off party for the May Bike Month celebrations.

Recording Secretary Joan Cullen reported the spring inventory of the storage unit contents had been completed. She and Mark Klein had reviewed location of equipment needed for STP. Baggage signs with need to be updated with tag colors/designs and delivered to Benn Schonman to make necessary changes. Joan volunteered to get the signs over to Benn. Flowers had been sent to long-time PWTC member Frank Zuleger following the passing of wife, Shirley. A memorial for Shirley is planned for May 17 and Joan will pass on specifics once arrangements have been finalized.

Road Captain #2 Rob Schroeder reported 86 rides on the May ride calendar vs. 105 last May. May 19 is still in need of at least one ride. The new sign-in sheet with the expanded waiver regarding e-bikes is now on the website. An e-blast to the ride leaders will go out in the next couple days asking for rides, availability of the new ride sign-in waivers, and information regarding the upcoming Ride Leader Forum. A concern was raised regarding a recent posting of the Gorge Explorer Bus/Bike ride that required riders to use a public shuttle out to Cascade Locks and then cycling back to Portland. The bus had a maximum limit of 3 bikes, and, since it was first-come-first-serve, members could find themselves at the start without being able to get on the outgoing bus. Discussion resulted in asking ride leaders to avoid offering any ride with such strict limitations to participate. There was a brief discussion regarding the placement of an article regarding the Club's name change in Oregonian Live. It was suggested it might be a better interest story for broadcast media, but either way without a new logo and a formal press release this was thought to be a bit premature.

Road Captain #1 Darin Swanson reported the next Ride Leader Forum would be held prior to the May Club Meeting. Focus will be on updates of recent changes to the ride sign-in waiver and content of pre-ride safety talks. An email blast will go out asking attendees to RSVP to help with food planning. The Thursday Triple Challenge map out to Frenchmen's Bar is in need of updating and conversion to Ride with GPS format.

Member-at-Large Eric Hendricks reported Oregon SB 998 (Idaho stop law) is currently in committee in the state legislature and being considered for approval. In follow up from last month's discussion, he had explored how other clubs dealt with e-bikes and whether they had specific policies regarding e-bike use on rides and found most clubs acknowledge the use of e-bikes but do not have specific provisions governing their use on rides. (See STP update under Committee Reports.)

Member-at-Large Steve Price reported inquiries as to whether the Club would maintain the rights to the PWTC name. Following a brief discussion it was decided the Club would maintain the rights to protect future use of the name and the URL.

Member-at-Large Joel Loh remarked on his recent experience in identifying Thursday's riding group to a group of VBC riders out at Frenchman's Bar as the Portland Bicycling Club.

COMMITTEE REPORTS

Bike Safety Committee: Steve Price, Committee Chair, reported there had been no accidents reported up to this point for the month of April. If the Club remained accident-free through the end of the month an additional gift card would be given away at the May Club Meeting.

Web Committee: Mark Hartel, Committee Member, reported replacement had begun of PWTC labeling when/where it appears on the website. The team had begun to identify spots where the PWTC logo appears in anticipation of future replacement. A decision to modify the existing logo or the development of a new logo is still to be determined. The PWTC logo has been dropped from the waiver sheet. The on-line member ID card will need to be redone. Currently search inquiries for Portland Bicycling Club directs to PWTC.com, but the URL will be updated to redirect to PortlandBicyclingClub.com.

Pioneer Century 2020: Brian Hammer, Committee Chair, was not present, and Pat did not have an update on the project. It does not appear any further communication with Neal Armstrong of Axiom had taken place.

Ron Householder Memorial Ride Event: Ashley had continued to check on suitable venues, and, following discussion, McMenamins Cornelius Pass Road House was selected. There is an indoor area that could handle 100, possibly more, people. The Club would cover food and soft drinks for members and a guest. The Road Captains were asked to help solicit rides with a similar format to the picnic rides, having varying distances and staggered start times. RSVPs would be required. Ashley will look further into availability of the venue for either Saturday, September 14 or 28, at 2:00 pm.

STP 2019/2020: Eric reported permitting for STP was static at this time. As soon as the Fire Marshall's permit is approved he will file it with Parks and Recreation. He also reported Cascade has encountered a scheduling conflict for 2020 and they are exploring moving the event to mid-June and whether or not the City of Portland has any conflicts with the date move.

CONTINUING/UNFINISHED BUSINESS

Logistics of Changing the Club's Name: Pat had previously identified the Transition Team as follows: Darin Swanson, Chair, media spokesperson; Corey Eng, paperwork/filing; Stacy Barbadillo, legal review; and, the Web Committee, website status and accompanying changes. Discussion ensued to identify areas to be addressed including Corporation LLC filing for the change, and review of the Club's current non-profit IRS tax status (501(c)(3) vs. 501(c)(7)). Two outside sources were suggested to assist with design of a new logo. It was requested that there be at least three design options to select from. Pat asked Darin to submit an article for the May QR regarding the changes.

Sunday Parkways: Pat reported since there wasn't enough time for new banners and distribution materials to be created and generated, the Club would not be participating in the May 19 event. The next event is scheduled for June 30 in north Portland. The booth will need volunteer staff, identifying Club clothing, and, a new banner. Consideration should be given to our participation in the remaining events (July, August, or September) in having a booth or volunteering as a group as intersection monitors. It was decided to table for further discussion.

Personal Monetary Donations to the Club and Not-for-profit Status: Steve had provided Board members with a draft of his proposed motion outlining a process for individuals to make monetary donations to the Club. Implementation of such a process has raised questions regarding whether or not IRS restrictions associated to our current 501(c)(3) Qualified Charity tax status might impose on such a practice. Further review of our activities raised discussion regarding which of the Club's ongoing educational programs continue to meet 501(c)(3) rating criteria. Lack of providing such programs would move the tax status to 501(c)(7) Social Club. Both still maintain the tax status of a not-for-profit, but the Social Club status (c)(7) requires at least 65% of its income as being generated from membership while a Qualified Charity status allows income from membership fees, fees for services, donations, fundraisers and program fees. Steve was asked to review the wording of his motion and bring it back for approval at the next Board Meeting.

NEW BUSINESS

Club On-line Shop: The topic of Club jerseys, vest or other clothing was tabled until the logo design and other matters before the Transition Team have been concluded.

Mid-year Elections: The following positions will be up for election at the June Club Meeting:

- Road Captain #2 – Rob Schroeder said he would be willing to run again.
- Two Members-at-Large positions are open to be filled. Eric Hendricks has declined to run for another term. Stacy Barbadillo had not confirmed if he was interested in another term.
- Recording Secretary for 6-month term. Joan Cullen submitted her resignation as Recording Secretary effective July 1. Election for someone to finish out the term will be added to the ballot.

Position of Program Chair: Pat announced the current Program Chair, Jim Buchanan, was stepping down due to other time commitments. There are already several short presentations planned for May plus the Ride Leader Forum. A presentation suggestion was made for the June program, but follow up to confirm the presenter's availability would be required. There are no meetings in July or August so a new coordinator would have until September before a presenter was needed. Attendees were asked to think who might be interested in filling this role.

Trademark Application for Portland Bicycling Club: Stacy had sent an email to Pat regarding this process. Due to the late hour, Pat said she would forward it on to Board members for review.

Hearing no additional comments President Pat McManus adjourned the meeting at 9:00 pm.