

**PORTLAND BICYCLING CLUB**  
Executive Board Meeting Minutes  
May 20, 2019  
Submitted by Joan Cullen, Recording Secretary

Attendees: Pat McManus, Ashley Reynolds, Corey Eng, Cindy Bernert-Coppola, Joan Cullen, Rob Schroeder, Darin Swanson, Stacy Barbadillo, Steve Price, Alan Coppola, Kathleen Hellem, Scott Poindexter, and Lynn Thompson.

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

Seating of Visitors: Pat welcomed members Alan Coppola, Kathleen Hellem, Scott Poindexter, and Lynn Thompson.

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

#### TREASURER'S REPORT

Treasurer Corey Eng distributed the 2019 Account Balance Summary ending May 20, a comparison Balance Sheet summary showing 2018 and 2019 numbers, and the P&L comparison of January 1-May 20, with the same time period in 2018. The Wells Fargo statement indicates the operating account holds \$56,206.58; minus outstanding checks totaling \$1,179.14, the Quick Books accounting shows an available balance of \$55,027.44. The checking account (Pioneer) still holds \$335.60 and the business savings account is at \$4,273.74. Total available funds are \$60,815.92. Completed 2018 tax forms were filed last week. It was clarified the filing deadline for non-profit 501(c)(3) organizations is May 15.

#### BOARD MEMBERS' REPORTS

President Pat McManus reported on the following:

- The name change information had been updated with the insurance company.
- The insurance carrier confirmed that accidents experienced by members while they are not on the published route, or when logging home miles, are not covered under the Club's policy. However, the insurance company would prefer an incident report be filed to help track incidences. A newsletter article is expected to be in the QR with this information.
- Pat indicated she was temporarily filling in to coordinate the monthly programs. (Refer to Continuing Business for further information on this topic.)

Vice-president Ashley Reynolds reported the Club's ad at Filmed by Bike looked great, however, its exposed time on the screen seemed much less than the promised 10-seconds of screen time per viewing. It was suggested Ashley forward comments to the organizers regarding the matter. Consensus was the film festival provided good exposure for the Club and should be pursued again next year.

Membership Secretary Cindy Bernert-Coppola reported 512 members. She has been adding family members not previously on the website. Currently, there are 84 family memberships and 177 family members.

- It was suggested new members be listed in the QR, a practice previously utilized when the QR was in .pdf form.
- The Club received two free registrations for the Vineyard Tour Road Bike Ride out of Roseburg on September 1. It was suggested a notice go in the June QR announcing the passes will be raffled off at the June Club meeting.
- The New Member packet materials and the Club's brochure are still being updated. She distributed an information sheet to Board members on Family Memberships and website history and asked if Board members could review and give her feedback.

Recording Secretary Joan Cullen reported she had retrieved the .docx file of the 2015 revised Constitution and was able to make the necessary edits concerning the new name. A .pdf copy would be sent over to Cindy for posting on the website after it has been proofed for typos and format adjustments. At their request, Pat and Darin will be sent an electronic copy.

Road Captain #2 Rob Schroeder reported 73 rides on the June ride calendar vs. 96 last June. Sunday, June 30, still needs a ride, but all other days have at least one ride scheduled. A reminder to Ride Leaders of the non-Club events approved for Club mileage was going out asking for appropriate ride descriptions. Currently the RC's have received only five of the nine rides submitted. Of most concern is the upcoming Gorge Ride on June 22. After reviewing last month's request to change the Pace description from 'words' to a 'mph' designation, the Road Captains decided to compromise and keep the word descriptor and add the mph designation in the body of the ride description. It was noted that by hovering over the word description a mph qualifier is brought up.

Road Captain #1 Darin Swanson did not have anything additional to report at this time.

Member-at-Large Steve Price reported the good weather has been delightful. He has observed that riders were still not responding to 'car back' and suggested the warning be changed to 'single file, please.' Pat suggested Ride Leaders also emphasize keeping at least a bike length between bikes and group rides with sweeps also consider having mid-pack lieutenants to help manage the larger groups.

Member-at-Large Stacy Barbadillo reported the Oregon State Bill HB 2682, which clarifies that a bike lane still legally exists through an intersection even when the paint striping does not, had passed the Senate and now goes to the governor for signature. Joan suggested a short article on the subject for the QR would be helpful to inform members regarding this bill and the current bill in the Washington legislature regarding that state's vulnerable user law.

#### COMMITTEE REPORTS

**Bike Safety Committee:** Steve Price, Committee Chair, reported there had been no accidents reported up to this point for the month of May. An article focusing on potholes, including how to report them to the City, would be in the June QR

**Web Committee:** Cindy, Committee Member, reported things were moving forward with their PBC replacement efforts on the website. Facebook, including the Group page, and Instagram had been updated. Further work is waiting on selection of a new Club logo. The URL should change this weekend. Pages are being checked for editing, but a double check will also be needed. The Committee is checking for links as well. Let Cindy know if you run across any pages which need to be updated. The server will be changed this week and email addresses, such as roadcaptain@pwtc, will be updated to reflect @portlandbicyclingclub. However, both addresses will remain functional for a while longer. Changes to the accident reporting form are still pending input from the Safety Committee. All in all everything is progressing forward.

**Name Change Transition:** Darin Swanson, Chair, reported a June QR article is planned to update the changes made so far. The PayPal account will remain under 'PWTC' until email addresses to PBC are completed. Physical promotional advertisements (banners, displays, volunteer vests) are on hold until a new logo is decided upon. The process continues to move forward.

**Pioneer Century 2020:** Brian Hammer, Committee Chair, was not present. Pat opened a discussion regarding the status of the committee's direction at this time. At this point, a second meeting with Axiom regarding the a la carte pricing is still pending. There does seem to be strong Club sentiment to retain the event as a Club function and not give it up fully to an outside organizer. Pat was recommending the Exploratory Committee be reduced to a smaller work group of 2-3 members to further focus on the Pioneer's future and to explore the premise the event remains under our own ownership and development. Board members were polled regarding their thoughts and/or ideas pertaining to the event. Names of those interested to serve on this smaller committee or suggestions of who might wish to serve on such a committee should be sent to Pat.

STP 2019/2020: No update was given at this time.

### CONTINUING/UNFINISHED BUSINESS

Sunday Parkways: Kathleen Hellem, Event Coordinator, reported the application for the June 30 North Portland event had been submitted. The park location for our booth has not yet been assigned. Volunteers to staff the booth have been lined up. A new banner, display and promotional materials will need to be completed by the 30<sup>th</sup>. She'll make arrangements to access equipment for the booth from the storage unit prior to the event. It was suggested a Club ride could be coordinated to come by the booth. Since Kathleen and the regular booth volunteers will be out of town for the July 21 event, a final decision about the Club participating was not made at this time pending whether volunteers could be found to staff the booth.

Mid-year Elections, Candidate Slate: Kathleen Hellem had been nominated for a M@L position and was given time to make a statement regarding her interest in the position. She was then excused to allow further Board discussion regarding other interested candidates and the upcoming election. Of some concern was locating a member with some background experience and willing to fill the vacated Recording Secretary position. The names of two members were brought up and Pat said she would follow up on their interest in completing the 6-month term. An updated article regarding candidates and the positions will be in the June QR. Pat also addressed the topic of the procedure to create a Nominating Committee for the end-of-year elections. At this time, Board members are encouraged to announce at rides the upcoming elections and the open positions. Pat indicated she would approach Jeremy Wilson to see if he would head up a Nominating Committee later in the year. A MOTION to set up a Nominating Committee to find a Recording Secretary was made by Pat McManus and seconded by Darin Swanson. Motion passed with 7 yes and 1 abstention.

Replacement for the Program Chair: Recruitment is still ongoing for this appointed position. A June speaker has been scheduled and confirmed. There are no Club meetings in July or August and a presentation for September has been found. It was suggested keeping a list on the website of past presenters could be helpful to plan for a varied schedule of topics and a list of contacts for future programs.

Ron Householder Memorial Ride Event: Ashley reported the venue reservation has been made at McMenamins Cornelius Pass Road House for September 14, 1:00-4:00. It will be a deli buffet to include salads and desserts. The event has been capped at a total of 100 members and guests. Attendees will need to RSVP for the buffet. Rides will be scheduled to run prior to the event. Details regarding distances (35 and 50 mile routes) and start times will be finalized later.

### NEW BUSINESS

New Club Logo: Pat presented examples of several logos submitted for consideration. The Board narrowed the selection down and these will be presented to the attending membership at the June Club meeting. It is planned that selection of the new logo will take place at the June meeting.

PBC Trademark: Stacy opened the discussion regarding whether or not there is a need to have the Portland Bicycling Club trademarked. It was noted PWTC had never been trademarked and there had not been any known adverse repercussions experienced to date. Stacy clarified trademarks are usually used when there are goods or services sold that carry an organization's name rather than just the name itself. The question arose as to whether it was important to protect the name Portland Wheelmen Touring Club from use in the future to prevent formation of a competing club using that name. Cost to file a trademark was estimated at \$200-\$400 per name dependent on if a search was needed for other users.

A MOTION was made to spend the money to trademark Portland Bicycling Club and the Portland Wheelmen Touring Club names by Corey Eng and seconded by Steve Price. Motion passed with 5 yes, 1 no, and 1 abstention.

There was further inquiry regarding trademarking the Jim O'horo Columbia Gorge Explorer, but Stacy commented that an event that contained a specific individual's name in the title was not eligible for trademarking.

Personal Monetary Donations to the Club and Not-for-profit Status: Pat asked that due to lateness of the hour and non-urgency of the matter, this topic be tabled. There were no objections.

Columbia Challenge Century (CCC) Approval for Mileage for a Non-PBC Event: A MOTION was made to add the CCC to the Club's list of approved non-Club events to earn Club mileage by Ashley Reynolds and seconded by Cindy Bernert-Coppola. Motion passed with 7 yes and 1 abstention.

Policy Regarding the Limit on non-PBC Event Rides per Year: Pat asked that in consideration of the lateness of the hour this topic be tabled. There were no objections.

Final Comments by Board Members:

- The paver at Gresham City Park had finally been placed in the walkway.
- There are two Family Rides scheduled in June.
- The Club's Articles of Certification had been reviewed and updated to reflect Pat's information as contact for the Club.
- Rob had the sign in sheet to claim mileage for riding to tonight's meeting.
- Cindy had been to the Post Office and updated the name on the account.

Hearing no additional comments President Pat McManus adjourned the meeting at 9:05 pm.