

# PORTLAND BICYCLING CLUB

Board Minutes  
December 5, 2019

Respectfully submitted by  
Ann Morrow, Recording Secretary

Meeting called to order at 5:03 p.m. by President Pat McManus.

Board Members Present: President, Pat McManus; Vice President, Ashley Reynolds; Recording Secretary, Ann Morrow; Membership Secretary, Cindy Bernert-Coppola; Treasurer, Corey Eng; Road Captain, Robert Schroeder; Members-at-Large, Joel Loh and Mark Lander.

Guests: Kathleen Hellem, Lynn Thompson, Joan Cullen, Nancy Chu, Jan Oestereich and Stephen Bache.

## Approval of Minutes

MOTION: to approve board meeting minutes for November was approved.

[Thank you Cindy Bernert-Coppola for the preceding notes while Recording Secretary Ann Morrow was delayed in traffic]

## Committee Reports

Steve Price, a Safety Committee member, shared that it was the first month ever without an accident! It was also noted that any safety article published in the Quick Releases should subsequently be posted on the web site [Rides/Bicycle Safety].

Cindy Bernert-Coppola reported for the Website Committee and explained that there is now a new web company, Indevver, but the same individual is our contact. Glitches are getting worked on. Ann Morrow asked about having the club meeting program information more visible, particularly for new riders looking at our site for the first time. Cindy will take a look and do what she can. Rob Schroeder will work with Kurt Lootens, Program Committee, and include more information on the club calendar.

Pat reported that regarding Club Clothing, jerseys will be discussed after Christmas. There have been a few submissions for a new club jersey and Eileen Holzman's PWTC jersey could be renovated a bit to serve again as well.

## Treasurer's Report

- Corey Eng shared Wells Fargo printed account information showing a total of \$66,368.47 available. No liabilities were reported. Memberships were down a little and there was some discussion as to when names in the Member Directory would be dropped off the list. There are currently several members who show up with an explanation mark graphic next to their name

indicating their membership has expired. Corey referred to the Profit and Loss report as a starting point for charitable donations. Additionally, Corey had generated a theoretical situation in which PBC was no longer a 501(c)(3) but rather a 501(c)(7) and the tax implications as he understood them. There was some discussion but insufficient facts to make a solid determination. The remaining question is whether PBC should strive to meet the duties required to remain qualified as a tax exempt 501(c)(3) or move to the 501(c)(7) status and pay the appropriate taxes.

### **Charitable Donations**

Treasurer Corey Eng reported a surplus for 2019 of \$6,001.92. He forecast 2020 income from the new planned event “Bike and Brew” and Seattle to Portland. He acknowledged that the 2019 funds were not technically a “surplus” but suggested that \$10,000 would be his recommended cap on donations.

Pat McManus had previously e-mailed board members a list of possible beneficiaries to be considered. This list was referenced in the discussion, some were dismissed, others discussed at length. The board determined charitable donations to be as follows:

Community Cycling Center	\$2,000
Friends of the Historic Columbia River Highway	\$2,000
Bike Index	\$ 500
League of American Bicyclists	\$ 500
Bikes for Humanity	\$ 500
Street Trust	\$ 500
Bike Farm	\$ 500
Bike Clark County	\$ 500
Faithful Savior Lutheran Church	\$1,000
Kiwanis Club of the Columbia Gorge, Troutdale/ Corbett	\$ 100
Bike Portland	\$ 100
Adventure Cycling	<u>\$ 200</u>
Total Charitable Donations	\$8,400

Corey Eng moved that the board accept “what we just talked about.” Cindy seconded the motion and it was approved upon a reading of the list.

### **Token of Appreciation**

The November motion and vote for “Token of Appreciation” was augmented with a motion to approve a Token of Appreciation for Eric Hendricks in the amount of \$200. Steve Price seconded the motion (sorry, missed who actually made the motion) and it was approved. [The motion was first made Electronically by Corey via e-mail]

### **Quick Releases End-of-Year Report**

Lynn Thompson, Quick Releases Editor, addressed the board announcing that there are more than 1,000 subscribers for the QR which is more than the membership. That fact is not an issue at present but when the subscribers total more than 2,000 the club will need to start paying for distribution. It is a fact that may be used to encourage lapsed members to renew – they will lose the benefit of membership in the form of the monthly newsletter. The list will remain as is until it gets to a point that the club will have to pay and then it will be revisited.

Lynn also reported that fewer than half of the above-referenced subscribers even open the e-mail by which they receive the Quick Releases. She also had a report of the “top clicks” and revealed which December articles were opened most frequently.

She also asked the board for some guidelines: should the same article (about an upcoming ride, for example) be run month after month. Lynn felt that the repetition rendered the information irrelevant and wants changes and updates to keep the articles fresh.

She also wanted feedback about the condition of some of the articles she receives. Some submissions have her feeling overwhelmed. She would prefer information be “copy ready” and her role be limited to editing and not actually writing the articles.

Pat noted the time and adjourned the meeting at approximately 6:30 p.m.