

PORTLAND BICYCLING CLUB

Board Minutes

January 7, 2021

Respectfully submitted by
Kathleen Hellem, Recording Secretary

Attending via ZOOM: Board members: President, Doug Myers; Vice President, Ann Morrow; Treasurer, Corey Eng; Recording Secretary, Kathleen Hellem; Membership Secretary, Cindy Bernert-Coppola; Road Captain(s), Robert Schroeder and Stephen Burkhart; Members at Large, Alan Mevis, Mike Heffernan, and Don Zook.

Not present; Member at Large, Stephen Bache.

Guest present; Mark Hartel, PBC's webmaster support.

Meeting was called to order at 6:01 p.m. by President Doug Myers followed with a brief introduction of our new road captain Stephen Burkhart, who is back in the Portland area after residing in California for a while. Stephen said he is back in the Portland area after residing in California for a while and that he is glad to be back in the Northwest and looking forward to cycling here. Doug stated he has been a PBC member since 1992.

Meeting Minutes

In the momentary absence of recording secretary for 2020, Ann Morrow, membership secretary 2021 Cindy Bernert-Coppola, motioned to approve the board meeting minutes from **December 5, 2020**. Alan Mevis seconded the motion. PBC board meeting minutes were approved by unanimous vote.

Note: Later in the recorded meeting minutes, towards the end of the board meeting, recorded in the order of occurrence, Ann Morrow motioned to approve the **November 5, 2020** board meetings minutes. Cindy Bernert-Coppola approved, and Mike Heffernan seconded. PBC board meeting minutes were approved by unanimous vote.

Treasurer's Report

Corey Eng reported net loss of \$18,629.65 for 2020 versus a net gain of \$5142 in 2019. Total assets at 2020 year-end are \$51,598 down 26% from 2019's Total assets of \$70,210.

Corey added the exact breakdown of the \$2405 donation related funds received during the December 15-31, 2020 campaign period. They are as follows:

- Membership dues \$1275.00 on 26 transactions
- Donations received \$700.00 on 17 transactions
- Matching donations \$430.00 on (43 transactions @ \$10.00 each)
- Total funds raised \$2405.00.

Corey stated that the All Saints Episcopal Church, where club meetings are held, will invoice PBC when in-person meetings resume.

Corey advised the board the PBC/LAB liability insurance is up for renewal in January 2021.

Membership Report

Cindy Bernert-Coppola reported 362 active members up 26 members from December 3, 2020. Family statistics as of January 7, 2020: 107 family memberships with a total of 213 family members. We are up four families and up seven members with 21 new or reinstated members since December 3, 2020. Cindy advised the board that this is a great sign looking forward to increased membership for 2021, and likely to pick up more momentum after March hopefully.

Portland Bicycling Club 2020 Campaign Report

Cindy Bernert-Coppola stated we had membership/renewals for a total of \$1275.00, 17 total donations in the amount of \$700.00. During the campaign period, December 15-31, there were 43 transactions for \$10/transaction or \$430.00 from our anonymous donor, for a grand total of \$2405.00. Cindy extended thanks to Stephen Price for heading up the campaign initiative for our club. In addition, Corey Eng reported that funds raised from the 2020 campaign report in the amount of \$2405.00 *does not* appear exclusively in the 2020 financial statements.

Doug Myers discussed the club's ZOOM account related to the club. The club will reimburse Doug for the annual fees. Doug said we may not need to keep ZOOM in 2022. We will have to wait and see going forward depending on where we are then with the pandemic.

Doug Myers brought up the 2022 banquet and wanted to verify with the board that appointees will receive one year of free PBC membership. Cindy said that instructions on how to use the redeem coupon have been provided for all appointees and existing board members. It's very simple. When member(s) go to renew, there is a place to add the coupon information. If anyone has any questions, they are welcome to reach out to Cindy.

Doug Myers mentioned that member Eileen Holzman has graciously offered to head up the design of the 50th Anniversary jersey. Doug asked if we should open up the jersey design opportunity to other members too? Corey stated it would be okay to open it up for other members' designs and for the board to make a decision on the final jersey similar to the 2020 jersey the board decided on which was designed by Brian Kavanagh. Cindy stated, please reach out to Eileen to confirm if she is okay with the board entertaining other submissions for consideration, and to confirm Eileen's interest in submitting an example of her artwork.

Doug Myers stated that we have the green light from Cascade Bicycle Club to move forward with the purchase of permits for STP 2021. Eric Hendricks will work on this effort. CBC will refund all permitting fees associated with STP to PBC, even if the STP 2021 event is cancelled.

Doug Myers inquired regarding PBC's Portland Pedal & Pints Festival 2021. Cindy stated that she is not sure where we stand given 'Hair of the Dogs' status currently. The committee is not ready to commit and will be better able to make a prediction in February or March.

Doug Myers stated that we suspended all 'clubs-rides' in the spring of 2020. We are now looking to 'resume' club rides in accordance with Oregon state current mandates. Currently, outdoor active activities are limited to 50 people using the current social distance guidelines. Corey Eng stated that Eugene Bike Club is using sign-up genius to submit mileage earned. Salem Bike Club is offering rides too. They are currently using the honor system. Corey reminded board members that all the information of what other bicycle clubs in the northwest are handling resuming rides was previously sent to all board members last week.

Kathleen Hellem asked about insurance coverage for members. Doug replied that it's the same as always. Members are covered only the route(s) listed on the PBC ride calendar and eligible

club mileage. Mileage credit will be rendered to members should they decide to ride to the ride start and back to their destination. Those extra miles obtained by member(s) to and from the eligible PBC route(s), are *not* covered under the current PBC insurance policy in the event something unfortunate happens to one of our member(s). It was proposed to explore if ride leaders are interested in leading rides with specific guidelines. For example, a limit of 10 members and then break off into smaller groups. Doug stated it would be up to the ride leader and while the state of Oregon's current mandate allows for up to 50 participants in outdoor activities, we want to make sure our members are safe, and the parameters will vary from one ride leader to another.

Rob Schroeder stated he will put out the call to the ride leaders and get back to the board with the interest. The board agreed to this being the next step to start out loading rides on the PBC ride calendar.

Cindy Bernert-Coppola added that the club shouldn't resume rides based on previous loss of membership. All board members agreed. Doug said we are going to work off of the current Oregon state and county guidelines, and starting rides up has nothing to do with a loss of membership. Cindy stated that Mark Hartel who was a guest at the board meeting, has created easy ways to track members miles on the website. Cindy turned the meeting over to Mark Hartel.

Mark Hartel stated he has successfully created, inside the PBC website, an easy way to track one's miles and accommodate online sign-up for future rides. There are (two) types of sign-up accounts available. Currently, the ride leader will be able to log in and update miles tracked for members. Additionally, there is a 'manual default,' which the ride leader can use to go in manually and update rider member numbers as needed. Mark said he is still trying to come up with a mechanism to allow members to contact the ride leader with a membership number. Lastly, the ride leader can then input miles and then submit to the club statistician, Chip Kyle.

Corey Eng expanded on Mark's new website features added recently by stating that it is very important to have this information on participants for the most important reason of 'contact tracing' during the current pandemic.

Corey Eng mentioned that Cascade Bicycle club has a current limit of six cyclists with a cut-off time of one-hour before rolling out a new group of six, on any designated route(s). All board members were in agreement with the importance of contact-tracing explained by Corey.

Mark Hartel advised the board that all ride leader(s) must be comfortable using the website. Chip Kyle asked Mark for further directives for signing up on the website and Mark replied that there is technical support available for ride leaders and he is more than happy to assist. Feel free to reach out to him for support. Mark added, currently we'd likely stick with the 'manual default' option until covid-19 gets behind us. Kathleen Hellem said it's important to keep it simple for ride-leaders and members to be held to a deadline of submitting mileage reports monthly in an effort to ease the work on Chip Kyle. Mark explained that with this new tracking system on the website, it will make it easier for Chip to calculate total mileage. Mark added that he will send ride-leaders with the link(s) to learn how to use the website. All board members were in agreement with this new platform going forward.

Doug Myers asked each board member, "Should we resume club rides?" Michael Heffernan replied, yes with (five) or (six) cyclists and with the max being (10) cyclists. Michael added that the new mutated-strains of the covid-19 virus are more toxic and much easily transmitted from one person to the other. Stephan Burkhart stated that covid-19 surges are on the uptick currently, and stopping group rides is smart at least until the numbers get lower, and we can safely attempt relaunching club rides. Ann Morrow said that while she understands the sentiments stated, no rest stops, no places to get warm is a compromise alone for members. Ann advocated for a soft opening of club rides. Ann stated that if one is a ride leader, certainly you can lead a ride, but it's okay if you are choosing to stay away too. Doug added that it should be up to ride leaders who desire to lead a ride with members following the ride description parameters set forth on the calendar. Doug said the ride-leader description will vary from one ride leader to the next. Doug said we are currently at the capacity of (50) participants in the tri-county for (outdoor activities) while still using personal protection equipment and that ride leaders can set the stage for different time starts should there be members in excess of the number stated to lessen contact amongst members. Doug reiterated that it is up to the ride leader and reminded the board that we generally never have (50) cyclists show up at any rides anyway.

Alan Mevis stated the number of (50) people is politically driven and strongly doubts it is safe for members. He added we shouldn't rely on politicians for best safety practices. Doug reiterated that it is up to the ride leader and reminded the board that we never generally have (50) cyclists show up at any rides anyway and that the ride leader can go with whatever they feel comfortable with. Mike Heffernan said that with larger groups, it is too hard to keep up with social distancing.

Rob Schroeder added that it is probably *not* safe and used ride leader Jeremy Wilson as an example by stating that as time progresses throughout a ride, despite all good intentions, members end up forming a paceline and we need to be realistic and expect there will be issues with club liability.

Mark Hartel asked the board if we were planning to vote via the club-meeting tonight about club rides resuming? Doug Myers said he will see what the mood is of the members and might see the need to conduct a poll vote. More than anything Doug said he wants to get feedback from the members and go forward from there. Cindy Bernert-Coppola said she won't be attending any group rides. Corey Eng stated he will hold off for a while from leading group rides until numbers get better with covid-19.

**Ann Morrow motioned the November 5, 2020 board meeting minutes be approved. Cindy Coppola approved this board meeting minutes and Mike Heffernan seconded. PBC board meeting minutes were approved by unanimous vote.*

Alan Mevis suggested the adding the recent waiver addition to the ride description, and electronic sign-up form releasing PBC of all harm related to covid-19. Doug said the pandemic guidelines will be included.

Kathleen Hellem suggested a (solo and existing safe group) PBC club mileage credit with multiple route options to be extended to PBC members who are *not* willing to meet-up with other PBC members, but would rather have a remote ride leader, with a specific timeframe in which the members can complete the ride during 9:30 a.m. - 5:00 p.m., during daylight only, providing the route is completed on the day it was scheduled for, using one or more of the multiple route option(s).

Kathleen added that the logic behind implementing remote ride leader(s) is to provide more flexible hours for members to leave out of the usual club starting destinations. This random approach will create less proximity between members overall. In addition, some members feel safer solo on particular club routes which is why we'd want to provide a couple of choices leading out of the club starting points. This includes both 'solo' and 'current safe groups' that wish to not attend group rides. Doug said we can explore that after hearing what our members say. Doug said we need to see which ride leaders are willing to participate and slowly add rides back to the PBC calendar. Mark Hartel stated that members won't like the solo approach. Doug supported that statement from Mark saying that it will likely cause some resistance with the traditional members but is willing to explore it.

Meeting adjourned by Doug Myers at 6:59 p.m.