

PORTLAND BICYCLING CLUB

Board Meeting Minutes

Resuming PBC Rides

January 27, 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

Not present: Members at Large, Stephen Bache, Mike Heffernan, and Don Zook

Guests present; PBC's webmaster support, Mark Hartel, and PBC Quick Releases Editor, Lynn Blanchard.

Meeting was called to order at 7:00 p.m. by President Doug Myers followed with a brief overview of why we were called to have an impromptu board meeting to come to a unified decision regarding resuming club rides and how to best roll out changes to all members of PBC in an effort to start counting club mileage for 2021 with a timeline of resuming club rides starting in February. Doug noted that the January PBC miles will not count towards members' mileage. The goal for this meeting is to come up with a safe way to offer club mileage to PBC members that recognizes and enforces current state mandates and social distancing/PPE guidelines.

Resuming Club Rides

Doug Myers stated that we are ready to resume club rides in accordance with Oregon's State mandates. Currently, the 'outdoor recreation' guidelines limit groups to 50. It's important that we follow social distancing protocols with ride leaders and club members. It was the general consensus of PBC membership as a result of the January club meeting to query ride leaders about resuming rides. It was determined that ride leaders will be responsible for setting specific

guidelines that must be stated on the ride calendar to include method of sign-in and maximum number of riders including number of cyclists for break-off staggered starts should the turnout be larger than the capped amount on the ride description.

Members Only

Doug Myers asked the board what they thought about limiting PBC rides to 'members only'? During covid-19 and based on the recent conversations that took place with his meeting with PBC insurance, we would want to limit club rides to members only. This is for contact tracing purposes. If a non-member shows up to the ride, the ride leader won't have them sign in. *During covid-19, it was agreed by all, that PBC will open up rides to 'members only.'*

PBC Protocols and Ride Procedures

Corey Eng stated that he would like to see the language on the website that specifically addresses the best covid safety protocols for ride leaders and members also on each page (e.g., ride descriptions). Currently, it's not prevalent enough for ride leaders and members; for example, if they have the ride calendar bookmarked, they bypass the protocols and procedures. Corey went on to say that we could use something with an asterisk using red ink. Ride leaders and members should not have to dig around the website to obtain this information. This is a serious virus, and we need to take every precaution to keep the protocols in front of all members, said Corey. The board agreed that the visibility of the protocols and procedures needed to be increased. *Rob said that he would see that a link was added to each ride description.*

Prior to the meeting, **Cindy Bernert-Coppola** had created, and sent for board member review, a page of protocols and ride procedures. If a member navigates to the ride calendar, this page comes up first. Cindy stated that the only way to keep members from going to the ride from the front page without seeing the protocol page, is to remove it altogether. Rob Schroeder agreed to put a link on every ride description. Edits and additions to the protocol page were discussed. It was decided by the end of the meeting that Cindy would send an email blast as soon as possible letting members know that rides are resuming and give the link to the protocol page.

Number of Ride Participants

Alan Mevis made a motion to cap the rides to 15 cyclists, **Kathleen Hellem** approved. Discussion of the motion followed. Some ride leaders may wish to cap their ride to 6 cyclists and stagger the remaining club members who show up. A good number of our members may show

up to the ride(s) anyway and claim that they don't know how to electronically sign up. Ride leaders can specify if they are open to non-electronic sign-in along with specific protocols. In addition, it doesn't make the process user-friendly for ride leaders who don't use electronic sign-in; we have ride leaders who may have a different number in which to cap their rides. After discussion, there was no second, and Alan rescinded his motion to cap the rides to 15 cyclists. It was recommended that we need to be inclusive and sensitive to ride leaders in general when making sure that they are listing their parameters concisely within the state of Oregon guidelines and including the current social distance/ppe/cap.

Action: *No action needed*

Implementing Electronic Sign-In

Cindy Bernert-Coppola recommended that we have a club Zoom walk-through tutorial for ride leaders and members as it could be beneficial. It would make things easier to keep members engaged and up to speed technology wise. **Mark Hartel** said he would rather wait and see who needs help and set up a Zoom meeting with those individuals. **Action:** *Determine who wants to participate in Zoom ride leader support meeting with Mark Hartel. Rob Schroeder will get an email prepared for the ride leaders to offer options for support if needed.*

Setting Specific Requirements

Lynn Thompson was asked to share, and she stated that she would like the board to agree on specifics, for example, the number of members on a ride. The current language on the website for Tuesday and Thursday rides limits participants to '50' – is 50 OK?

Ride Leader Expectations

Corey Eng noted that every ride leader will have their own level of security. Ultimately, it falls on the ride leader to enforce and specify the exact terms based on current social distancing guidelines to cap and stagger groups as needed, and to clearly specify parameters to all PBC members on the PBC ride description. It was recommended that any reference to the outdoor maximum of '50 participants' for Oregon's Extreme Risk category be excluded from ride descriptions and protocol notices since it may alarm the reader of an unlikely event. What is important is to provide ride **leaders/members** with current covid-19 updates and protocols that align with state mandates re: (social-distance) and (ppe requirements). **Doug Myers** reminded the board that we require helmets to ride with PBC and now we require masks too. No helmet, no mask (within social distancing suggestions). If ride leaders/members are unable to abide by

using the current protocols, the ride leader/member will not be able to ride with the group(s). In addition, it was the board's overall consensus that we don't want to make it so difficult for ride leaders by having too many steps involved in setting up a ride that they give up during the process.

Action: *PBC Road Captains and PBC Webmaster to reorganize web content to reflect current *covid-19 updates and *protocols for ride leaders and move closer to the top of the Ride Leader section in the member pulldown menu, electronic sign-up and parameters of the actual ride to be concise and accurate with an emphasis on reading and if possible verifying ride leaders and members acknowledge the current covid-19 updates and social distancing protocols.*

Remote Rides

Cindy Bernert-Coppola mentioned that after talking with the PBC club insurance contact, remote ride participants are covered on official club rides under the club insurance policy.

Kathleen Hellem stated that's fantastic news for Saturday Morning Medley and provides members who wish to ride solo or in existing safe groups the ability to gain PBC club mileage on the listed routes randomly during SMM 9:30 a.m. and 5:00 p.m.

Action: *Kathleen Hellem remote ride leader to load routes for Saturday Morning Medley starting Feb 13.*

Adjournment

Doug Myers thanked the board for making time for our impromptu board meeting. Meeting adjourned at 8:07 p.m.