

## **PORTLAND BICYCLING CLUB**

Board Minutes

February 15, 2023

Respectfully submitted by,  
Kathleen Hellem  
Recording Secretary

Attending via **ZOOM**: Board members: President Mark Barnes; Vice President, Ann Morrow; Treasurer, Corey Eng; Recording Secretary, Kathleen Hellem; Membership Secretary, Christi Horton; Road Captain(s), Rob Schroeder and Todd McCollum; Members at Large, Doug Myers, Alan Mevis, Richard Higgins and Dave McQuery.

**Board members *not* present via ZOOM:** All were present.

**Guests:** Lynn Blanchard and Joan Cullen.

**President Mark Barnes** called the board-meeting to order at **7:00 p.m.**

### **Board Meeting Minutes:**

Mark Barnes asked for a motion to approve the January 18th – PBC board-meeting-minutes. Ann Morrow motioned to approve the November 16th board-meeting-minutes, Todd McCollum seconded and the minutes were unanimously approved.

### **Treasurer's Report:**

Corey Eng asked if board members had any questions about the financial reports that were sent out prior to the board meeting. There were no questions. Corey stated the outstanding checks are higher than normal \$4100.00. We also still need to cut the check to Banks Vernonia trail for \$5000.00. Corey stated he has procured 2 CD's interest bearing accounts in the amount of \$15,000.00. The annual awards banquet was subsidized by the club in the amount of \$1276.00. If anyone has any questions, please feel free to reach out to Corey anytime. All bank statements can be located on the PBC website.

### **Membership Report:**

Christi reported that the club currently has 447 members. While 14 people joined in January, possibly due to New Year's resolutions or Christmas gifts, only two new members have signed up so far in February.

### **Board Member Reports**

Road Captain Rob Schroeder went over the list of non-club approved rides and advised the board we still have room for more. The (RLW) Ride Leader Workshop went well. The training provided to attendees was focused on "On-line sign-up" and "On-line forms for submitting rides." May want to consider hosting a ZOOM meeting soon to assist ride-leaders as well. Rob and Todd to discuss this option at a later date as we just held the RLW.

Road Captain Todd McCollum added that 23 people showed up for the RLW held on February 8th. In contrast, 30-35 people who attended RLW (pre-covid). Todd asserted the club will provide another RLW in 2024. In the meantime, the ZOOM meeting may be beneficial for the remainder of 2023.

Member at Large Alan Mevis reported he'd handed off the annual disbursement check to our friends at the Community Cycling Center.

Ann Morrow reminded the board that RTB is May 20th. Mark Detrick is assisting the 10 week training series by leading RTB training rides on Sundays. Mark Detrick has offered to head up the 2024 RTB training series, said Ann. Doug Myers said he has concerns about the Sunday RTB training rides. For example, is there a slower group ride on Sundays? Mark Barnes stated he will reach out to Mark Detrick and make sure that we're offering a slower option.

### **New Business**

#### **1. CLUB SUPPLEMENTAL ACCIDENT INSURANCE**

Alan Mevis said that a current PBC club member, who's name they've requested to be kept confidential, sadly had a bicycle accident recently, and worse, they had expressed it was problematic filing the insurance forms. Alan added that we may want to consider updating the PBC website with its own tab re: "How members can file an insurance claim." It was agreed by the board that one *shouldn't* have to go digging around the PBC website for this information.

Mark Barnes advised that members should have PBC secondary insurance information on their person in the event that they have an accident during a club ride as this will enable members to provide all primary and secondary insurance to providers at the time of the actual accident.

Christ Horton will at a blurb to members renewing to *\*add PBC secondary insurance at the **time** of one's visit to the hospital.*

Corey Eng recommended that Alan Mevis can reach out to our PBC insurance provider Rene Waterson who can help us better understand how PBC insurance coverage works. Corey stated he will get Alan Mevis the information to reach out to Renae Waterstone.

Richard Higgins stated this would be a great topic for our monthly club meeting. All present agreed.

Alan Mevis said he will reach out to PBC webmasters re: to create the "Tab" on the PBC website for accidents and how to process a claim.

## **2. GROWING PBC**

Mark Barnes advocated that we take steps to market our bicycle club. Mark Barnes is looking to create stickers with our logo. The board supported him moving forward with a budget of \$1000.00 - \$1500.00.

Todd McCollum recommended tee-shirts created to target a younger demographic. Ann Morrow suggested we stock our store with tee-shirts, water bottles and socks.

Kathy Hellem said she will contact PBOT and look into a booth for SUNDAY PARKWAYS. The PBC stickers will work out great there for the public and other swag.

Christi Horton suggested having a design contest for the tee-shirts that have our existing logo on one sleeve.

It was suggested to Mark that he reach out to Cindy, our PBC Webmaster, for price checking on club-stickers as Cindy has a great discounted source possibly.

### **3. PBC ANNUAL PICNIC 2023**

Ann Morrow stated that now is the time to secure our park for the PBC Annual Picnic. Ann agreed to reach out to member Arden Sheldon who typically handles the reservation for Columbia Park. It's hoped that we will get our standard spot.

### **4. COVID-19 PROTOCOLS**

Todd McCollum recommended we remove the current COVID-19 protocols by amending the current form to align with CDC mandates/regulations. It was agreed by the board to update the website with current COVID-19 protocols.

### **5. UPDATE CURRENT (PAPER-RECORD) RIDE SHEETS & LENGTH OF TIME HOLDING ON TO THE HARD COPIES.**

Todd McCollum asserted that we need to update the policies and procedures on our paper sign-in sheets to reflect real time procedures. Todd states that Mark Hartel can assist with this initiative. Charles Kyle, PCBs current Statistician will be contacted to gain feedback on this matter. Once scanned into the online record keeping, the board is still deciding how long we have to keep the paper-copy. We are currently researching the best practice regarding (holding onto hard-copy) written ride-sign-up sheets.

## **Old Business**

### **PIONEER CENTURY - JUNE 3**

1. Doug Myers asked the board about publishing our EVENT on social media platforms. That is the plan after early-bird registration is open. Our 2023 PIONEER Volunteer Coordinator, Rob Schroeder stated the sign-up GENIUS is going well for volunteer sign-ups. An upcoming QR article is being worked on and written volunteer descriptions are being developed by himself and Corey Eng.

Doug Myers mentioned we currently have the following sponsors for PIONEER CENTURY 2023:

- CHUCKS PRODUCE
- COLUMBIA DISTRIBUTING

Doug added that we need more sponsors! An email was sent to BOB'S RED MILL and no response thus far.

Richard Higgins stated we'd look at forecasting a budget for PIONEER CENTURY for the expectation of at least 300 cyclists and three Rest-Stops. Please reach out to Richard Higgins, our PIONEER CENTURY REST-STOP Team Leader, with suggestions. Corey Eng said the budget currently is set for 200 cyclists. We can increase the budget as we follow the upcoming numbers on pre-registration. It was mentioned that the Vancouver Bicycle Club, VBC and Salem Bicycle club need to be notified of our club event and kindly promote it. Lastly, the PBC website has now been updated to reflect our upcoming 2023 event as a full "PIONEER CENTURY." Hence, 2022 was represented as a METRIC Century.

## **2. STP PERMITTING VOLUNTEER POSITION (OPEN)**

Corey Eng reminded the board that Mark Klein has backed out of his present duty of permitting with PBOT. PBC's STP Coordinator, Eric Hendricks, is looking for someone to take on the "permitting" which includes closing down streets. Please reach out to Eric Hendricks for more information. We need all hands on deck!

**President, Mark Barnes**, thanked all PBC board-members and guests for their contributions and adjourned the meeting at **8:28 p.m.**