

## GEARs Board Meeting

Date: Monday, December 3, 2012, 6:00–8:00PM

Place: Keystone Café, 5<sup>th</sup> and Lawrence

Meeting called to order at 5:05pm.

### Brief Introductions

- Marina, Allie, Paula, Richard, Reed Dunbar, Sue, Duncan Rhodes, Ray Hall, Gary Swanson, Mike, Emma Newman, Aaron Rourke
- 1. Approval of the minutes
  - a. Approved
- 2. Treasurer's Report (Duncan)
  - a. \$13,867.75 in the bank as of 12/3/2012
  - b. Administrator position pay started in September
  - c. Dues raised as well
  - d. Categories in budget created about two years ago
  - e. Memo with legend will be sent out to the directors email group
  - f. Duncan will be keeping month to month records
  - g. Budget is replenished by membership fees and the bRamble \$1000 replenishment funding from being hired to help work the event
  - h. Report approved
- 3. Committee reports
  - a. Recreational Ride Committee
    - i. Scheduled 178 rides this year prior to end of November
    - ii. 303 different people join in on rides
      - 1. 121 have been members
    - iii. 19 rewards earned this year
      - 1. 4 at 2500 level
      - 2. 2 more people close
    - iv. Ride schedule available online for December
    - v. 14 people attended Sunday's ride, 9 on Saturday (wet)
    - vi. Mike will continue to be ride coordinator
  - b. Advocacy Committee
    - i. Kelsey Moore with Arriving by Bike came to the last meeting
    - ii. Would like to strengthen advocacy efforts
    - iii. Talked about advocacy link on the website
    - iv. Bike Willamette Campaign
    - v. Aspire to be communication hub for bike advocacy for the area
- 4. Membership, Newsletter, and Web Reports
  - a. Newsletter
    - i. Next one will be out on the 10<sup>th</sup>
    - ii. Send Michael@eugenegears information to include in next newsletter
      - 1. Lots of photos please!

- iii. Last newsletter was sent to 277, 152 opened
- iv. Newsletter is exchanged with other bicycle clubs
- v. Starting member profiles next month
- vi. Mike will be bringing different format examples to the next meeting
- b. Membership
  - i. 268 total
    - 1. Business 11
      - a. \$100, logo on website and listing in newsletter
    - 2. Contributor 10
      - a. \$100, \$75, and \$50 levels
    - 3. Household 54
      - a. \$30 level
    - 4. Individual 164
    - 5. Student 3
    - 6. Complimentary 8
      - a. Given out to individuals who have helped club
      - b. Mostly city council members
    - 7. Sponsored 18
  - ii. -21 members in the month of November
  - iii. Dropped 24 members due to no response for 2 months
- c. Holiday Party
  - i. December 15<sup>th</sup>, information on website, everyone is invited, please RSVP
- d. Web Report
  - i. Updating website later tonight with meeting times and holiday party
  - ii. Talking about moving businesses to the front page
- 5. Discuss and approve signers and debit cards for Key Bank account
  - a. Need to decide who will sign checks and who will have debit cards
    - i. Debit cards
      - 1. President and Treasurer have had debit cards in the past
      - 2. Used for buying supplies for person doing membership and other costs
      - 3. Proposal: President, Treasurer, and Ride Coordinator have access to account and debit card. Richard would like to stay on to audit the account (need someone independent looking at what is going on with the account).
      - 4. Motion approved
        - a. Duncan, Paula, and Mike are signers and will have debit cards. Richard will audit the account.
    - ii. Use Key Bank and need to go into the bank to get signers set up. Forms need to be completed and minutes need to be

taken in with people to the meeting. Signers must have driver's license and social security card (or passport?)

6. Board Orientation
  - a. Richard presented the orientation.
  - b. Duncan will send out the bylaws to directors list
  - c. Committees
    - i. Advocacy
    - ii. Rides (Mike)
    - iii. General meetings
    - iv. Tour
    - v. bRamble (Duncan)
    - vi. Outreach (new)
7. BPAC Opportunity
  - a. Apply by December 7<sup>th</sup> if interested
8. Board Meeting Day for 2013
  - a. Keeping 1<sup>st</sup> Monday of the month meeting schedule.