

Greater Eugene Area Riders (GEARs) Minutes from Board Meeting Wednesday, September 7, 2016

Time Meeting Called to Order: 5:30 PM

Names of Meeting Participants and Absentees:

Participants:

Steve Hecker, President
Lyn Gilman-Garrick, Vice President and Secretary Pro Tem
Judy Duff, Treasurer
Kristin Yarris, Director at Large
Mel Huey, Director at Large
John Hofer, Director at Large
Mike Cantrell, Administration
Jim Wilcox, Member
Amy Klarup, Reporter for Eugene Weekly

Absentees:

Dana Brownfield, Secretary

1. Corrections and Amendments to Previous Meeting Minutes

Action Item (Dana): The minutes for July and August were not finished; so no vote was taken. Dana will submit them by email for board approval as soon as possible.

2. bRamble Debrief

a. Spreadsheet of Revenue and Expenses: Mike and Judy

Action Item (Mike and Judy): Mike and Judy are working on a spreadsheet of the bRamble revenue and expenses. When they have finished, they will email it to the board for review.

b. Overview of Revenue and Expenses: Steve and Mike

The bRamble netted \$1800 which is less than in past years. Various reasons were given for the decline, primarily decreased ridership and increased expenses. Decreased ridership was partly due to the low enrollment in Tour de Lane, while increased expenses included rest stops, breakfast (new in 2016), marketing and insurance. Also PacificSource, a sponsor of the bRamble, donated less than in years past.

c. Post-Ride Survey: John

John designed a survey which was handed out to riders immediately after the bRamble. The results of his survey are attached. Overall, the satisfaction with the ride was very high. 89% of the riders said that they would ride the bRamble again. There were very few complaints except about the community ride and most of those complaints were "organizational" in nature: lack of advertising, not enough leaders who knew the route, better organized start.

30% of the riders said that they would like to see different routes in the future. Mike thought that new routes would increase ridership, at least for a year or two. He suggested

having two sets of routes (eg: Wolf Creek and Flyway Centuries) that the club could alternate from one year to the next.

d. Debrief with bRamble Committee

Action Item (Steve): The board agreed that Steve should ask Paula Erickson, 2016 bRamble Chair, to schedule a bRamble Committee meeting in early October. Board members are encouraged to attend. The meeting would have three purposes: to review this year's ride, answer questions and address issues, and present the manual which the committee is compiling for future bRambles.

3. Committee Reports

a. Rides Committee: Kristin and Mike

1) September 1st Meeting and Recruiting New Leaders

Kristin reported that the Rides Committee met on September 1st. The committee is working hard to recruit new ride leaders. To that end, the committee has been discussing issues of importance to all leaders, including: 1st aid, leader responsibilities, weather cancelation policy, safety, and the use of the PEDAL acronym.

Action Item and October Agenda Item (Kristen): Kristin said that the Rides Committee wants the board to approve language related to the weather cancelation policy. Kristin will ask Garry Swanson to draft such language reflecting the committee's decisions which she will bring to the next board meeting for a vote.

2) Mini-Tours and Remote Starts: Kristin and Mike

The rides committee recently sponsored a weekend ride to Sunnyside Campground at Foster Lake near Sweet Home. Seven people rode to Foster Lake with their camping gear on Friday, August 26th, and two others joined the campers the next day for a ride. The mini-tour was very successful.

Kristin said the Rides Committee would like to do more remote start rides in the future, including an annual weekend ride geared to helping riders gain touring experience.

Kristin and Jackie Murdoff are leading a remote start ride around the rim of Crater Lake on Saturday, September 24th.

3) 16 Tons Sponsored Rides

Action Item (Steve): 16 Tons, a local taphouse and cafe, sponsored several rides over the summer. Steve said that he was going to send a letter to the owners thanking them for their support.

4) Sister Bike Club

Kristin was excited to announce that the Rides Committee is discussing the possibility of starting a "Sister Bike Club" partnership with a bike group in France.

5) Reimbursing Mike for RidewithGPS Costs

Vote: The board voted unanimously to reimburse Mike for the cost of purchasing the upgraded version of RidewithGPS which is \$50/year.

6) Survey of 10 to 12 MPH Riders: John

Action Item (John and Mike): John said that he would like to do an informal survey of riders in the 10 to 12 mph group to get a better handle on who they are and what they want from rides. The board recommended that John attend a Rides Committee

meeting to discuss the goals of the survey. Mike will send John a list of 10 to 12 riders compiled from recent rides.

b. Budget Committee: Judy and Mike

1) Spreadsheets: Judy

Action Item (Judy): Judy handed out a July 2016 Consolidated Income Statement. It did not include the income or expenses from the bRamble. Judy will complete the monthly budget spreadsheets and email them to board members as soon as possible.

Agenda Item (October): In October the board should decide how much money to transfer to the GEARs Education Account.

2) Hacked Account: Steve and Mike

Steve reported that his email had been hacked and there was an attempt to fraudulently transfer funds from the GEARs bank account to another bank in Buffalo, NY. As a result of this, the board discussed ways to prevent such problems in the future. They decided on two courses of action.

Action Item (Budget Committee): The Budget Committee was asked to devise a policy/procedure for the transfer of money, for example, two signatures needed for any expenditure over X dollars.

Action Item (Mike): Mike said he would add a level of security to protect board members' emails which are currently available on the "Contact" section of the web site.

c. Vice President's Report on Bylaw Changes: Lyn

Lyn handed out a revised article she wrote for the GEARs September newsletter explaining the proposed bylaw changes to the length of board members' terms from one year to staggered two years. The board approved the changes at the August meeting. The article is attached. The article clarifies that at the annual meeting in November, the members will first vote on the proposed amendment, then on the board candidates, then on the officers. If the members fail to approve staggered two year terms, all the candidates will be elected for one year terms.

4. Education Programs 2016-2017: Lyn

Lyn presented a list of ideas for upcoming programs which is attached. Other board members contributed ideas as well, including:

- Mel's trip to Panama
- Devin Smith's trip to Laos and Cambodia
- Michael Young on Randonneuring
- Bret from the UofO Outdoor Program on a gear or technical issue
- Clayton, a local mechanic who works with the Tool Box program and Safe Routes for Schools on a gear or technical issue

5. Requests/Outreach

a. UC-Davis Institute of Transportation - Student Visit and Tour: Steve

Fifteen students from the UC-Davis Institute of Transportation are on a tour of the Pacific Northwest to study transportation issues. Safe Routes for Schools sponsored a bike tour of Eugene points of interest following by a social hour at Oakshire Brewery. Steve joined the tour and gave his impressions.

Action Item (Steve): Steve will ask a representative from the group to write an article for the GEARs newsletter about their impression of bicycling in Eugene.

b. Sunday Streets (Mel):

There is another Sunday Streets on Sunday, September 25th. Mel is looking for volunteers. Lyn offered to help.

Action Items (John and Mike): John will send Mel a list of those people from his telephone surveys who expressed interest in volunteering. Mike will make sure that ride leaders make announcements for volunteers at the start of their rides.

c. Willamalane Wellness Fair: Mel

Mel represented GEARs at Willamalane Park and Recreation's Wellness Fair for employees. Over 200 employees attended and several asked Mel for more information about the club.

d. Advocacy and Education: Jim

1) Upcoming Projects

Jim discussed several projects he was working on concerning bicycle advocacy and education.

a) Article for the September newsletter on his interview with Chris Henry, City of Eugene Transportation Planning Engineer.

b) Proposed bike tour of Eugene's city streets and bicycling "hot spots" with Chris Henry with a lunch sponsored by a local business. Jim hopes to have this scheduled for a Saturday in early October.

Action Item (Mike and Jim): Mike suggested that Jim work with Garry Swanson and himself to organize the tour. There are several issues to address: advertising, limits on participants, registration, lunch cost. Steve suggested that Jim contact 16 Tons Cafe on 29th and Willamette about lunch.

c) Promoting the diversion classes.

2) Proposed Education/Advocacy Committee: Kristin and John

Agenda Item (October): Kristin and John said they had questions about what "advocacy" means for GEARs. Kristen added that she thought that an Education Committee would be a good idea. Lyn said that she thought such a committee could encompass Advocacy as well. Steve said that he would put those two topics on the agenda for October's board meeting. Jim indicated that he would be willing to chair an Advocacy Committee if formed.

6. Board Organization for 2017

a. Board Nominations: Lyn

1) Who's Responsible?

Lyn, as Vice President is responsible for board nominations, according to the bylaws.

2) Candidates and Soliciting Nominations

a) Current board members. The following current board members said they would be willing to serve another term: Steve, Lyn, and John. Judy said that she was not able to serve again. Kristin and Mel are still deciding. As Dana was not present, the board was unsure if she would run again or not.

Action Item (Kristin and Mel): To decide whether or not to run again by Friday, September 16th, which is the deadline for the article on nominations for the September newsletter.

Action Item (Lyn): Lyn will contact Dana about her intentions.

b) Non board members: Jim said he was willing to serve. Two names were suggested as possible candidates: Dave Zumbrunner and Brian Anderson.

Action Items (Steve and Kristin and John): Steve and Kristin will approach Dave about running and John will ask Brian. They will get back to Lyn as soon as possible.

Action Item (Lyn): Lyn will take the article written by Mike in years past calling for candidates and revise it for the September newsletter. She will list the committed candidates and also encourage any other interested members to step forward.

3) Officers

Steve agreed to serve as president, Lyn as vice president and John as treasurer in 2017, subject to member approval. That leaves the position of secretary open. Lyn said she might be willing to be secretary as well.

b. Mike's Contract

Steve said it was time to review and renew Mike's contract with GEARS. John and Lyn offered to serve on the newly formed "Personnel Committee" with Steve. Steve is concerned there's a lot of confusion over Mike's contractual duties versus his volunteer commitments.

Action Item (Steve, John, Lyn and Mike): Meet by the end of September to review Mike's contract. Mike will find his contract and send it to the committee.

Next Meeting Time and Place: Wednesday, October 5th, 5:30 PM. Place to be determined.

(Kristin suggested finding a new place and perhaps a sponsor. Ninkasi Brewery was suggested.)

Action Item (Steve): Steve will look into finding both.)

Time Meeting Adjourned: 7:35 PM

**Respectfully submitted,
Lyn Gilman-Garrick, Secretary Pro Tem
Friday, September 09, 2016**